

**WoodLynne Homeowners Association  
Board of Directors Meeting  
July 11, 2024  
Via Zoom  
APPROVED**

**BOARD MEMBERS PRESENT**

Patty Kearns	President
Heather Walrath	Secretary
Mike Brown	Treasurer
Kara Nickerson	Member at Large

**BOARD MEMBERS ABSENT**

Winston Wonsang	Vice President
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**OTHERS PRESENT**

Ashley Gonzalez	Community Manager, Cardinal Management Group
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**I. CALL TO ORDER/VERIFICATION OF QUORUM**

Ms. Kearns called the meeting to order at 7:02 P.M., noting the presence of a quorum of directors.

**II. APPROVAL OF THE AGENDA**

**MOTION: Ms. Kearns moved to approve the agenda, as presented. Ms. Walrath seconded. The motion carried unanimously.**

**III. COMMITTEE REPORTS**

**Architectural Review Committee (ARC):**

Mr. Whitaker provided the report.

The committee received and reviewed seven new applications since the last report. Projects include handrail replacements, fence repairs and front entry door replacement.

The next quarterly ARC meeting will be held July 25 at 8:00 P.M. The committee will discuss new language for windows, which will be reviewed by the Board at their next monthly meeting. Along with window language, the committee will also be discussing new language for landscape beds. Color palate changes will also be considered.

**Colony Park REC (Pool Committee):**

There have been instances of people trespassing at the pool after hours by climbing the fence.

The hot water heater for the showers in the women's room will be repaired, but other than that, everything has been going great.

Management has not received any complaints from WoodLynne or Colony Park residents.

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IV. **COMMUNITY FORUM**

A homeowner reported that the lights in her quad are working. She thanked the Board for its efforts.

V. **ADMINISTRATIVE**

a. **DRAFT MINUTES FROM PREVIOUS MEETING**

**MOTION: Ms. Walrath moved to approve the June meeting minutes, as amended. Ms. Kearns seconded. The motion carried unanimously.**

b. **RATIFICATION OF UNANIMOUS EMAIL VOTES**

There were no email votes to ratify.

c. **REVIEW OF FINANCIALS**

Management reviewed the financials as of June 30, 2024. As of June 30, 2024, the assessment receivable amount was \$8,886.30. The Association has a delinquency rate of 2%. There is a negative members' equity of \$14,210.64.

At the closing of the month, the Association had total cash & investments of \$317,168.23. This includes \$41,004.88 in the Association operating accounts, \$91,163.35 in a money market account at Morgan Stanley, as well as various laddered CDs totaling \$185,000, representing total replacement reserves in the amount of \$276,163.35.

The Association has a year-to-date loss of \$5,831.88. The main overage is primarily due to necessary tree work on Hampshire Green Avenue, Cheshire Meadows Way and Cabot Ridge Court that is not considered a reserve expense, as well as the curb and light pole painting occurring early in the year.

d. **MANAGEMENT UPDATE**

Management went over the June Extra Charges and Action Item List/Project List.

VI. **CONTRACTS**

a. **IVY TREATMENT PROPOSALS**

Management presented proposals from ProGrounds and Blade Runners for removal of ivy in the wooded area behind 10338-10320 Hampshire Green Avenue.

The Board agreed to table the proposal.

VII. **EXECUTIVE SESSION**

**MOTION: Ms. Kearns moved to enter Executive Session at 7:28 P.M. to hold hearings and discuss architectural matters, legal matters, violations and collections. Ms. Walrath seconded. The motion carried unanimously.**

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**MOTION:** Ms. Walrath moved to exit Executive Session at 9:09 P.M. and return to Open Session. Mr. Brown seconded. The motion carried unanimously.

The following motions were made:

**MOTION:** Ms. Walrath moved to take no further action for homeowners #150-05, 161-02, 165-01, 174-03 and 254-04. Mr. Brown seconded. The motion carried unanimously.

**MOTION:** Ms. Walrath moved to grant a thirty (30) day extension and reinspect the violations noted for homeowner #155-03. Mr. Brown seconded. The motion carried unanimously.

**MOTION:** Ms. Walrath moved to charge \$10 per day for up to 90 days and revoke pool passes, effective immediately, for homeowner #196-02. Mr. Brown seconded. The motion carried unanimously.

VIII. **ADJOURNMENT**

**MOTION:** The board unanimously agreed to adjourn at 9:10 P.M.