

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE WOODBOURNE HOMEOWNERS ASSOCIATION HELD APRIL 15, 2020

A special meeting of the Board of Directors of the Woodbourne Homeowners Association ("HOA" or "Board") was held on Wednesday, April 15, 2020, at 7:00 p.m., as a virtual meeting via GoToMeeting due to COVID-19.

Attendance Directors In Attendance Were:

Alex Crosby
Sharon Erickson
Jeff Lubthisophon
James Meyer
Justin Sasso

Also In Attendance Were:

Kim Herman, Geol Scheirman; CliftonLarsonAllen LLP
Susie Ellis; CPS
Jeff Wahler, Resident

I. Call to Order

The Board called the meeting to order at 7:07 p.m.

II. Public Comment

Mr. Wahler had questions regarding the swim team meeting conflicting with the Annual meeting.

III. Committee Reports

A. Landscaping

The Board reviewed the tree report in regards to the ash trees. The Board requested three bids be obtained for tree spraying and trimming.

B. Pool/Clubhouse

The Board discussed the Clubhouse renovation regarding the bathrooms. The pool update is up in the air. The pool furniture delivery needs to be coordinated. Regarding the clubhouse, Mr. Scheirman will talk to vendors regarding floors, walls, and painting stalls to get costs and be completed by mid-May. Upon a motion duly made by Director Meyer, seconded by Director Erickson and, upon a vote, unanimously made, the Board approved moving forward and finalizing the review via email.

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C. Design Review Committee – Five Requests in March

Ms. Herman noted very few design review requests have been received to date, but those that have come in are smooth.

D. Covenant Enforcement – Update from Susie Ellis

Ms. Ellis reviewed her report. The Board had questions regarding parking on rocks. Ms. Ellis said there was nothing in the Guidelines or Covenants. The same was true for dumpsters and RVs.

E. Social Committee

Director Meyer reported that the Easter egg hunt was cancelled. A summer event will be held. The Board requested the tree chipper event be rescheduled due to Covid-19.

IV. Administrative Matters

A. Review and Approval of February 19, 2020 Meeting Minutes

Following review, upon a motion duly made by Director Sasso, seconded by Director Crosby and, upon vote unanimously carried, the Board approved the February 19, 2020 Meeting Minutes.

B. Review and Accept January 31, 2020 and February 29, 2020 Financial Statements

Following review, upon a motion duly made by Director Lubthisophon, seconded by Director Crosby and, upon vote unanimously carried, the Board accepted the January 31, 2020 and the February 29, 2020 Financial Statements.

a. Review Delinquent Accounts

The Board tabled the review of delinquent accounts until the following meeting.

C. Ratify Approval of Current Claims

The Board tabled the ratification of approval of current claims until the following meeting.

D. Other

None.

V. Old Business

A. Ratify Insurance Renewal

Upon a motion duly made by Director Meyer, seconded by Director Crosby and, upon a vote unanimously made, the Board ratified the insurance renewal for 2020-2021.

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B. Review and Discuss Ash Tree Report

This was discussed during the landscaping review, noted above.

C. Other

None.

VI. New Business

A. Review and Discuss 2020 Swim Team

Mr. Scheirman is to keep in contact with the swim team regarding insurance coverage. He will talk with the broker if additional action is needed and see if the Board needs to step in to support so that there is no gap in coverage.

B. Discuss Pool Bathroom Improvements

The Board discussed pool bathroom improvements during the Pool and Clubhouse report, noted above.

C. Other

The Board appointed the following positions:

James Meyer – President
Justin Sasso – Vice President
Jeff Lubthisophon – Secretary
Sharon Erickson – Treasurer
Alex Crosby – Member at Large

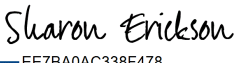
VII. Executive Session

Not necessary.

VIII. Adjournment

Upon a motion duly made by Director Meyer, seconded by Direct Ellis, and, upon a vote unanimously made, the Board adjourned the meeting at 8:21 p.m.

Respectfully submitted,

DocuSigned by:

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Secretary for the meeting

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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/22/2020 11:27:56 AM
Certified Delivered	Security Checked	6/23/2020 7:53:46 PM
Signing Complete	Security Checked	6/23/2020 7:57:33 PM
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