

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
WOODBOURNE HOMEOWNERS ASSOCIATION (THE "HOA")
HELD
June 16, 2021

A special meeting of the Board of Directors of the Woodbourne Homeowners Association (referred to hereafter as the "Board") was convened on June 16, 2021, at 7:00 p.m. via Zoom. The meeting was open to the public.

ATTENDANCE:

Directors In Attendance Were:

Brittany Rodgers, Vice-President
Kit Badger, Treasurer
Sheryl Archuleta, Assistant Treasurer/ Secretary

The absence of Director Hoffman and Director Elizondo was excused.

Also, In Attendance Were:

Celeste Terrell; CliftonLarsonAllen LLP (CLA)
Susie Ellis; Covenant Enforcement
Three Homeowners

CALL TO ORDER:

The Board called the meeting to order at 7:06 p.m.

**PUBLIC
COMMENT:**

There was a question presented regarding the recent pool closure. Ms. Terrell provided details.

**COMMITTEE
REPORTS:**

Landscaping: Ms. Terrell provided information regarding the Bailey Tree Proposal to the Board. She stated that all pricing would remain the same regardless of how many items were selected from the list of services. Ms. Terrell also mentioned the cost for traffic control would be \$1,500.00. Ms. Terrell is to send a proposal and more information to the Board for consideration.

Pool/Clubhouse: There was a discussion with the Board on opening the clubhouse and the cleaning responsibilities. Ms. Terrell reported that there is a checklist for cleaning that owners must complete upon check out of the Clubhouse. Ms. Terrell is to have the reservation link reactivated on the website and include language regarding owners taking pictures before and after their event and contacting the Homeowners Association if they find the Clubhouse in disarray. In regard to pool closures, Ms. Terrell is going to have Perfect Pools text her and Jamie A. so they can notify the swim team.

Design Review Committee – 16 Requests since May 19th Meeting: Ms. Terrell provided the Board with an update on the Design Review Requests.

Covenant Enforcement: Ms. Ellis provided the Board with a graph showing the violations that have occurred in 2021 to-date.

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Social Events: The Board discussed the July 4th event. Ms. Terrell is to contact previous Board members for additional information on past July 4th events.

Newsletter: The newsletter is to include information on the July 4th event if it is to be published before July 4th.

ADMINISTRATIVE MATTERS:

May 19, 2021 Special Board Meeting Minutes: Following review, upon motion duly made by Director Rodgers, seconded by Director Badger and, upon vote, unanimously carried, the Board approved the May 19, 2021 Special Board Meeting Minutes.

May 31, 2021 Financial Statements: Following discussion, upon motion duly made by Director Badger, seconded by Director Rodgers and, upon vote, unanimously carried, the Board accepted the May 31, 2021 Financial Statements.

Claims: Following discussion, upon a motion duly made by Director Badger, seconded by Director Rodgers and, upon vote, unanimously carried, the Board accepted the claims.

Delinquent Accounts: Ms. Terrell reviewed the delinquent accounts with the Board.

Other: None.

OLD BUSINESS:

Internet Services at Clubhouse: This matter was tabled until the next meeting.

Landscaping Options at West Meadows Drive Entrance: Ms. Terrell is to receive Xeriscaping options from Keesen Landscaping.

Fence Staining and Repairs on Simms: Ms. Terrell reported to the Board that she is in the process of receiving proposals.

Moving Reserve Cash to Higher Interest Rate Accounts: This matter was tabled until the next meeting.

Other: None.

NEW BUSINESS:

Re-opening Clubhouse for Reservations: This matter was discussed during the Pool/Clubhouse Report.

Other:

Community Survey Regarding Architectural Guidelines: Ms. Terrell is to send a draft of questions to the Board.

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Paint Book: Sherwin Williams will provide updated house paint palettes for \$50.00 per book. Ms. Ellis is to send Ms. Terrell her contact at Sherwin Williams.

Adding in Painted Lines for Pickles Ball Nets and Tennis Court Resurfacing: Ms. Terrell is to contact vendors for pricing.


**EXECUTIVE
SESSION:**

Executive Session: An Executive Session was not needed.

ADJOURNMENT:

There being no further business to come before the Board at this time, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

By 
 DocuSigned by:
Erin Elizondo
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Secretary for the Meeting