

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
WOODBOURNE HOMEOWNERS ASSOCIATION (THE "HOA")
HELD
OCTOBER 20, 2021

A special meeting of the Board of Directors of the Woodbourne Homeowners Association (referred to hereafter as the "Board") was convened on October 20, 2021, at 7:00 p.m. via Zoom. The meeting was open to the public.

ATTENDANCE:

Directors In Attendance Were:

Jeff Hoffman, President
Brittany Rodgers, Vice-President
Kit Badger, Treasurer
Errin Elizondo, Secretary
Sheryl Archuleta, Assistant Treasurer/ Secretary

Also, In Attendance Were:

Celeste Terrell; CliftonLarsonAllen LLP (CLA)
Susie Ellis; Covenant Enforcement
Gene West; RBC Wealth Management (RBC)
Erica Franzel; Architectural Control Committee (ACC) Member
John Estes; Architectural Control Committee Member
John Anatanies; Homeowner

CALL TO ORDER:

The Board called the meeting to order at 7:01 p.m.

**PUBLIC
COMMENT:**

None.

**COMMITTEE
REPORTS:**

Landscaping: Ms. Terrell provided an update to the Board regarding landscaping. She noted that the tree walk with Bailey Tree is scheduled for October 22, 2021.

Pool/clubhouse: Ms. Terrell reported that she has received two proposals for Pool Management and is working on obtaining more.

Design Review Committee – 9 requests since the September 22 meeting:

The Board discussed the process is for Architectural Control Committee requests. It was noted that Director Elizondo will be added to the Committee request email communications to be a liaison for the Board. Following discussion, upon a motion duly made by Director Hoffman, seconded by Director Elizondo and, upon vote, unanimously carried, the Board approved adding Director Elizondo to the ACC chain to flag any ACC requests that should have follow up inspections during project scope.

Covenant enforcement: Ms. Ellis provided an update to the Board regarding

RECORD OF PROCEEDINGS

covenant enforcement. She noted that dead trees and grass violations are on hold from October 1- May 15.

Social events: It was noted that the next social event is the Hayride on December 18th.

Newsletter items: The Board discussed the pickleball lines to be painted in the tennis court, snow removal, and trees.

ADMINISTRATIVE MATTERS:

September 22, 2021 Board meeting minutes: Following review, upon motion duly made by Director Elizondo, seconded by Director Hoffman and, upon vote, unanimously carried, the Board approved the September 22, 2021 Board meeting minutes as presented.

September 30, 2021 Financial Statements: Following review, upon motion duly made by Director Elizondo, seconded by Director Badger and, upon vote, unanimously carried, the Board accepted the September 30, 2021 Financial Statements as presented.

Claims: Following review, upon a motion duly made by Director Hoffman, seconded by Director Badger and, upon vote, unanimously carried, the Board accepted the claims as presented.

Delinquent accounts: Ms. Terrell distributed before the Board meeting.

Other: None.

OLD BUSINESS:

Internet services at clubhouse: Director Elizondo provided an update to the Board regarding the internet at the clubhouse.

Moving reserve cash to higher interest rate accounts: This item was discussed during the RBC presentation

Other: None.

NEW BUSINESS:

Presentation from RBC: Mr. West discussed different investment options for the HOA Reserve Funds. He noted that he will send a portfolio and options to the Board for review and consideration.

Proposal from Elite Aquatics in the Amount of \$68,000: The Board reviewed the proposal and asked Ms. Terrell to contact pool management companies to provide a list of referrals of current and past customers.

Other: None.

