

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
WOODBOURNE HOMEOWNERS ASSOCIATION (THE "HOA")
HELD
MAY 11, 2022

A regular meeting of the Board of Directors of the Woodbourne Homeowners Association (referred to hereafter as the "Board") was convened on May 11, 2022, at 7:00 p.m. at the Woodbourne Homeowners clubhouse. The meeting was open to the public.

ATTENDANCE:

Directors In Attendance Were:

Jeff Hoffman, President
Kit Badger, Treasurer
Errin Elizondo, Secretary
Sheryl Archuleta, Secretary- Via Teams

Director Loyd was absent and excused.

Also, In Attendance Were:

Stephanie Odewumi and Matt Urkoski; CliftonLarsonAllen LLP (CLA)
Susie Ellis; Covenant Enforcement
Six Residents

CALL TO ORDER:

Ms. Odewumi called the meeting to order at 7:01 p.m.

**LEADERSHIP
DISCUSSION:**

Mr. Urkoski introduced himself to the Board and discussion ensued.

Director Elizondo stated that they are a new Board of Directors and have been in their roles for a year. He noted that CLA was contracted with the new Architectural Control Committee system and hoped it would be online in March. Ms. Odewumi established a timeline and will partner with the Board on this matter.

The Board noted that there has been issues with payment processing and with double payments being made that did not match the services. CLA will add another level of review on invoices.

The Board asked about CLA's Master Service Agreement and the rate increase. Mr. Urkoski and Ms. Odewumi reviewed the Agreement with the Board.

The Board asked that CLA be more proactive on oversight and hunting things down when projects are in place.

**PUBLIC
COMMENT:**

Some homeowners had questions regarding the Newsletter. It was determined this would be better discussed under New Business.

RECORD OF PROCEEDINGS

There was discussion around adding stairs to the pool so seniors can use it and whether the HOA would pay for it. There was discussion on temporary options.

An owner addressed the Board and had questions on the fencing, noting that both the owner's fence and the common area fencing needs work up and down Meadows and Simms. Ms. Ellis noted that she currently has 44 open violations on fences that need to be repaired or painted.

COMMITTEE REPORTS:

Landscaping: The Board discussed when Keesen will start watering the community and noted they would like Keesen to not water on Saturdays for the summer season. Director Elizondo noted he will be removing a tree stump.

Pool/Clubhouse: Ms. Odewumi noted that the demolition of the old pool tiles has started and they will be re-tiling the pool on Thursday. She noted the project should be complete on Monday but will need to acid wash and prime the tiles after a two-day drying period. Director Hoffman noted he will be meeting with a plumber at the pool to see if they can provide a better fill this season. Ms. Odewumi noted the goal is to have the pool open and filled by May 23rd but they are operating on a three week delay due to the payment. Director Elizondo can provide an update if anything changes.

The Board asked to please make sure the sprinklers are turned off on swim meet days. The Board noted they are willing to share the code to the sprinkler box with someone on the Woodbourne Wave Swim Board so they can have access just in case.

The Board also discussed the option of opening up the pool to other neighborhoods. Director Elizondo asked what the capacity limit is so they could propose an actual plan.

Design Review Committee – 26 requests since the March 9th meeting: Director Elizondo reviewed the Design Review Requests with the Board noting there are 3 open right now. She noted there is one for Garage Door approval, but they did not wait for approval before completing. The Board discussed creating general guidelines.

Covenant Enforcement: Ms. Ellis reviewed the open violations with the Board. She noted that owners cannot park on the rocks and wants to add old verbiage back into the documents.

Social Events: Ms. Odewumi provided an update to the Board on the social events scheduled for 2022.

Newsletter Items: The Board discussed newsletter contents and some homeowners had questions about surveying the community to update paint

RECORD OF PROCEEDINGS

guidelines and color schemes.

ADMINISTRATIVE MATTERS:

March 9, 2022 Board Meeting Minutes: Following review, upon a motion duly made by Director Elizondo, seconded by Director Badger and, upon vote, unanimously carried, the Board approved the March 9, 2022 Board meeting minutes, as presented.

Delinquent Accounts: Ms. Odewumi sent the Board an email of the delinquent accounts.

February 28, 2022 Financial Statements: Ms. Odewumi reviewed the financial statements with the Board. Following review and discussion, upon a motion duly made by Director Elizondo, seconded by Director Badger and, upon vote, unanimously carried, the Board accepted the February 28, 2022 Financial Statements, as presented.

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

April Monthly Statement from Merrill Lynch Wealth Management: Ms. Odewumi reviewed the April monthly statement with the Board. No action taken.

Appointment of Directors: Following discussion, upon motion duly made by Director Elizondo, seconded by Director Badger and, upon vote, unanimously carried, the following slate of officers were appointed for the District:

President:	Jeff Hoffman
Vice President:	Errin Elizondo
Treasurer:	Kit Badger
Secretary:	Sheryl Archuleta
Assistant Secretary:	Darrel Loyd

Other: None.

OLD BUSINESS:

Clubhouse Updating: Since there was no one interested, this item has been tabled.

Discussion on Concrete:

Kenny's Concrete Estimate in the Amount of \$6,000: The Board tabled any decisions regarding concrete until after they review on-site. No action was taken.

RECORD OF PROCEEDINGS

Other: None.

NEW BUSINESS:

Creating a Committee for Updating Paint Schemes: This item was discussed under Newsletter Items.

Canvas the Neighborhood for ACC Guideline Updates: This item was discussed under Newsletter Items.

Other: None.


**EXECUTIVE
SESSION:**

Executive Session: An Executive Session was not needed.

ADJOURNMENT:

There being no further business to come before the Board at this time, Ms. Odewumi adjourned the meeting at 9:36 p.m.

Respectfully submitted,

By  Secretary for the Meeting
BECC202A8D64F2...