

## Meeting Notes 8/19/2021

Called to Order 6:39 pm

In attendance: Margaret, Deann, Galia, Roseanne, James

Absent: None

Quorum met

The August meeting was held via Zoom due to COVID 19

Call to Order: 6:40 PM

Approval of Minutes: June and July minutes were approved.

Treasurers' Report:

1. Twenty-seven owners have not made the first payment for the special assessment.
2. As of 7/31/21:

Operating Funds: \$126,685.95

Reserve Funds: \$82,252.96

Delinquencies: \$6,371.51 (\$2,540 allowance for doubtful debts.)

3. Discussed when accounts go delinquent.
4. Collection policy tabled to September meeting.

Manager's Report

1. James continues to work with Soles and Roseanne continues to work with US Lawns.
2. Jim continues to request quotes for fences.
3. Jim met with Spence of RR Residential Resources about solar power for the clubhouse.
4. Non-compliance letters were sent to units 91, 92 and 137.
5. ARCS: Received ARCS from units 12, ~~84~~ and 136.
6. Special assessments are being received (see financial report above.)

Unfinished Business:

1. Pool furniture Update: Received 6 new lounges and 4 umbrellas. The chairs and lounges that were requested to be repaired were returned – vendor stated that these could not be repaired. In lieu of this issue 4 additional lounges were ordered. All the old pool furniture will be discarded.
2. Jim to get tags for the umbrella to attach to the umbrella stating that the umbrella is to be closed upon leaving the pool area.
3. Jim to have weights installed on the umbrellas to avoid tipping over. Jim will contact Chilly to install.
4. Jim to inspect a large crack in the pool decking (by the shower) and report to the board.
5. Rodents: Jim to contact Sole about the rodent issue in units #136 and #134. Jim emailed Soles and asked that Travis speak to the unit owners and send a report. July's report is still pending.
6. Affordable Work Orders: Jay is back from vacation. Jay picked up discarded mattress and cleaned area. Jim is still waiting on the response to his email sent to Jay prior to his leaving on vacation.

Notes added: Jim was advised that AWO did not clean behind the NW dumpster. Jim will be on site tomorrow (Friday) to inspect. It was agreed that Jim would ask AWO to go ahead with

replacing the bathroom soap dispensers and get details regarding deep cleaning the clubhouse and bathrooms.

7. Discussion of the list sent to Affordable. Margaret requested the board review the email Jim sent to Affordable to see if any additions need to be made and let Jim know.
8. Discussed solar light repairs. Jim will research solar light issues for Woodlake sign.
9. Solar at Clubhouse: Researching solar power to see if it will (and how much) offset Duke Energy costs to common area. Jim sent Duke bills to vendor for review and opinion – still waiting for a reply.
10. Roof Project Update: Margaret, Roseanne, Jerry, James and Norm met with Michelle and Scott of the roofing company on Thursday the 18<sup>th</sup>. A discussion of the roofing process took place and it was noted that 60 sheets of plywood was used on the first building and 4 sheets (so far) on the second building. A complaint was made of the placement of the port-a-potty in the back north-west circle, City of Clearwater inspected and we are waiting on their report if it is or is not in compliance. Going forward buildings will be grouped and next will be buildings 2068, 2070, 2074 and 2076. Jim will send a bulleted list of the process to be email to the Woodlake residents.

Notes added: Discussion about units 28 and 114, asking again what Jim has heard from these units that complain they have called and/or sent emails regarding roof leaks. Jim was again going to check and report back to the board.

11. A discussion of roof maintenance and cleaning to be done periodically – Jim to research and report back to the board.
12. Fences: Received three quotes from fence contractors; Jim will review and report back to the board. A discussion of the fence project to be held at the next workshop (to be scheduled). Samples or color guide was requested by the board – Jim will ask vendors to supply.  
Notes added: Jim said he would provide a spreadsheet tomorrow of all the fence quotes and clarify the 'wood' quote from Fence Factory which notes 'board on board'.
13. Pot Holes: A quote from Parking Lot Services is expected next week for the repairing of Woodlake's numerous pot holes.

James Dallas left the meeting (I didn't note the time)

14. Discussion of July's financials: Affordable was invoiced and paid for cleaning and weed killing the tennis courts but Roseanne reported that US Lawns is responsible for this work.  
Notes added: Need a credit from A&M Tree Service (\$125.00 for tree removal of tree that was not removed (front of units 96/97).
15. Margaret requested that all non-compliance letters that are sent to unit owners be cc'd to her or a board member. Jim acknowledged the request and also will print a non-compliance report and email it to the board.

New Business: None

Miscellaneous:

1. Note: No ARC was submitted for unit 84 – this was a typo on the manager's report.
2. Note: Jim to be on site Friday the 20<sup>th</sup> and will see if any construction is taking place without an ARC.
3. Note: Is unit 23 subletting? Should a non-compliance letter be issued? Jim to review and send if appropriate.
4. Note: Investigate unit 83 is renting on a short term basis – if so, a non-compliance letter will be issued.

Adjourned 8:24 PM

Next Meeting: Sept. 16, 2021

Motions:

Motion: To accept June's minutes as presented. Roseanne, 2<sup>nd</sup> Galia 5 in favor/0 opposed.

Motion: To accept July's minutes as presented. Roseanne, 2<sup>nd</sup> Deann 5 in favor/0 opposed.

Motion: To adjourn at 8:24 PM. Deann, 2<sup>nd</sup> Roseanne, 4 in favor (1 absent)/0 opposed.