

## Woodlake Association - Meeting Notes 1/21/2021

Called to Order 6:33 pm

In attendance: Margaret, Roseanne , Deann, James

Absent: Galia

Quorum met

The January meeting was held via Zoom due to COVID 19

Approval of Minutes:

December minutes were approved.

Treasurers' Report:

1. Current Woodlake financials remain in good shape.
  - a. As of Dec. 31<sup>st</sup> operating funds were \$151,629.59
  - b. As of Dec. 31<sup>st</sup> reserves were \$16,469.56 (I might have misheard this).
  - c. As of Dec. 31<sup>st</sup> delinquencies were \$8,147.62 an allowance offset of \$2,540.00 leaves a total delinquency of \$5,607.62.

Manager's Report (as of December):

1. A & M Tree finished the tree trimming.
2. US Lawns will submit a bid to Jim for asphalt work.
3. No sales or leases.
4. Financial workshop was cancelled for January and rescheduled for February. Notice of the workshop will be distributed.

Unfinished Business:

1. Pool furniture: Galia was absent – no report was made. James received a reference on a vendor and will get pricing for re-strapping/replacing pool furniture. James requested a copy of the list of furniture needed. Margaret will have Galia send this list to James.
2. Rodents: Jim met with Soles Exterminating to review the rodent traps. Soles will take an inventory of the traps and report to Jim. Also, Soles and Jim will establish a maintenance schedule and Soles will review the current Woodlake contract to establish a routine going forward. An inspection of 6 units will take place on Friday (1/22/2021) James will be able to accompany the inspector on some the inspections but not all. The inspector will email his report to Jim

New Business:

1. Door Hanger: The board is creating a notice to be distributed to the Woodlake community with the recycle and trash rules.
2. The board requested a review and update of the Woodlake rules and regulations to reflect the changes in trash/recycle rules. Susan agreed to help with the notice

and rules and regulation update. Margaret will contact Susan and arrange a meeting.

3. A discussion took place the procedure to initiate a noncompliance committee. Jim will contact Woodlake's attorney for guidelines and procedure to set up this committee and report back to the board.

Discussion:

1. Unit owner requested update from Jim on response to multiple emails and calls made to Ameri-Tech. Jim has taken action on the email and will review unit 44's tree encroachment. This tree's roots are causing pooling of water in unit #45. Jim will advise board and unit owner.
2. Discussed the process collecting late maintenance fees.
3. Discussion of Woodlakes' fences an inspections of all fences was done and a report will be sent to Jim.

Adjourned 7:41PM

Next Meeting: February 18, 2021

Motions:

Motion: To accept December's meeting notes as presented. James, 2<sup>nd</sup> Deann, 4 in favor/0 opposed

Motion: To adjourn at 7:41 PM. James, 2<sup>nd</sup> Deann, 4 in favor/0 opposed