

Meeting Notes 6/17/2021

Called to Order 6:33 pm

In attendance: Margaret, Deann, Galia

Absent: Roseanne, James

Quorum met

The June meeting was held via Zoom due to COVID 19

Approval of Minutes: April and May minutes were approved.

Treasurers' Report:

1. Current Woodlake financials remain in good shape.
 - a. As of May 31st operating funds were \$158,669.53
 - b. As of May 31st reserves were \$129,298.23

Manager's Report (as of February):

1. James continues to monitor Soles Exterminating.
2. Roseanne continues to work with US Lawns on our irrigation system.
3. Jim is soliciting bids for the asphalt and fencing projects.
4. Non-compliance letters were sent to units 68, 97, 103.
5. The special assessment was approved by the board at the Special Meeting of May 11, 2021.
6. Two ARC forms were received from units 115 and 148. These forms are being processed and will be submitted to the board.
7. The Special Assessment Loan was signed and processed.

Unfinished Business:

1. Pool furniture Update: The new pool furniture has been ordered and delivery is tentatively scheduled for late July – early August. At that time the current furniture will be picked up and re-straped. Ameri-Tech will hold all the documents.
2. Rodents: Soles Exterminating is submitting monthly reports to Jim. James is in frequent contact with Soles. A reminder – that anyone who notices rodent activity in their unit or attic to contact Jim immediately
3. Pool: the pool is not being kept up as it should be. Jim will contact the pool company and notify them that the pool needs attention and that the required maintenance needs to be done on a weekly basis.
4. Unit 44 tree: Tree roots growing and damaging fence. This is a very tall tree and during storms/hurricanes poses a danger to the building. Jim is aware of this problem and is working on fixing it but this was tabled until the fencing project is initiated. Jim will revisit this issue and follow up with updates at the next board meeting (July 2021).
5. Collection Policy for Delinquencies: Tabled to next monthly meeting for board members to review and prepare for discussion.
6. Swing Set: Roseanne will pick up the materials and the swing set will be installed shortly.

New Business:

1. Roofing vendor: Jim is recommending Green Minority Contracting & Roofing Inc. for the roof project.

2. Site Vegetation Clean-Up: Jim is researching and will solicit vendors that would schedule clean-ups of pine cones, leaves, pine straw, etc. on the grounds and roofs. Jim will report back to the board.
3. On-going Issue: Picking up after pets; a reminder was stated that, “pet owners are OBLIGATED to pick up after their pets and MUST have them on a leash”. This is in the Woodlake Rules & Regulations. Violation letters will be issued.

Discussion:

1. If it is observed that a pet owner is not picking up after their pet, please email Jim the information, owner and unit number (if known). A violation letter will be issued. Also, please send pictures of the offense. This communication with Jim will be kept completely confidential.
2. A discussion of committees: Margaret requested volunteers to form a “Clubhouse Committee” to reopen and to start renting the clubhouse. All ideas are welcome. Also, a fines committee was discussed and Jim will get the information to begin the process and present it to the board.
3. Fob Issues: Please let Jim know of any fob issues residents are having. Send the five digit fob number to Jim (or the unit number if fob number is unknown) and he will take care of the problem.

Adjourned 7:50 PM

Next Meeting: July 15, 2021

Motions:

Motion: To accept April’s meeting notes as presented. Deann, 2nd Galia, 3 in favor/0 opposed.

Motion: To accept May’s meeting notes as presented. Galia, 2nd Deann, 3 in favor/0 opposed.

Motion: To accept Manager’s Report for May. Deann, 2nd Margaret 3 in favor/0 opposed.

Motion: To approve Green Minority Contracting & Roofing Inc. to re-roof the Woodlake Community. Galia, 2nd Deann, 3 in favor/0 opposed.

Motion: To adjourn at 7:50 PM. Deann, 2nd Galia, 3 in favor/0 opposed.