

Meeting Notes 12/14/2022

Called to Order 3:40 PM

In attendance: Deann, James, Megan

Absent: None

Quorum met

Notice of meeting posted

Approval of Minutes: September minutes were approved.

President's/Manager's Report

1. Reviewed roof maintenance schedule.
2. All fire extinguishers have been updated.
3. US Lawns: US Lawns are increasing prices 5% for 2023 on top of the 5% increase in August. T.C. will be getting bids from other lawn vendors.
4. The board reviewed action items list.

Treasurers' Report:

1. As of 12/14/2022:
2. Operating Funds: \$122,555
Reserve Funds: \$72,736
Delinquencies: \$7,676 (\$2,540 allowance for doubtful debts)
Special Assess Del: \$6,953
 - a. Total delinquencies: \$14,629
3. T.C. reviewed the balance sheet with the board.
4. Board reviewed the delinquent accounts. Ameri-Tech made notes and placed an asterisk on units to received final notices. If no response is received the owner will be forwarded to Woodlake's attorney in January 2023 for lien placement and to initiate steps for foreclosure.
5. The board will organize a census procedure. A new form will be designed and a review of the database. Tentative start date of the census is January 2023.

Old Business:

1. Reviewed maintenance list schedule for 2023.
2. Fence project: Reviewed the fence installation. Waiting on final walk through to issue final payment.
 - a. T.C. spoke with Fence Company and they will fix unit #45's issue.

New Business

1. A new member was appointed to the board, Margaret Reid.

Comments

Lily asked for information on how to remove a tree from her unit's area.

Adjourned 4:35 PM

Next Meeting: January 19, 2023

Motions:

Motion: To waive reading of September's minutes. Megan, 2nd Deann, 3 in favor/0 opposed.

Motion: To accept September's minutes as presented. Megan, 2nd Deann, 3 in favor/0 opposed.

Motion: To remove tree behind unit #18 for \$250. Stump to be removed at a later date. Megan, 2nd Deann, 3 in favor/0 opposed.

Motion: To approve appointment of Margaret Reid to the Woodlake Board of Directors. James, 2nd Megan, 3 in favor/0 opposed.

Motion: To appoint Margaret Reid as a director. Deann, 2nd James, 3 in favor/0 opposed.

Motion: To adjourn at 4:35 PM. Deann, 2nd James, 4 in favor/0 opposed.