Meeting Minutes 08/21/2025

Called to Order 6:31 PM

In attendance: Peri, Judy, (Marina and Margaret via Zoom)
Absent: Caryn Delgado

Quorum met

Notice of meeting posted

Meeting held at Clubhouse

Approval of Minutes: July 2025 minutes were read and approved (see motions)

President's Report: None

Vice President's Report: None

Treasurer Report:

1. Discussed budget workshop held at the Ameri-Tech office.
    a. Problem with accurate numbers and accounting coding.
    b. Peri remains in contact with Ameri-Tech's accounting.
2. Discussed Delinquencies.
    a. Peri spoke with Ameri-Tech accounting about the process of collecting of delinquencies.
    b. Treasurer should be getting a monthly report from attorneys – none received.
    c. Delinquencies are causing budget issues.
3. Discussed special assessments for near future projects.
    a. Wood replacement – rotten wood needs to be replaced and hardy board has been suggested instead of wood.
    b. The parking lot needs to be replaced (per FPAT recommendations). The recent resurfacing will last approximately 2 years.
    c. Recommended that the Treasurer get Woodlake's accounts in order for the future projects and calculate what may be financed.
4. Drainage Project: $50,000 balance remains.
5. Board should have sufficient funds to resurface the pool and deck in 2026.

Committee Report:

6. Fining committee has been disbanded. Not enough volunteers. Change name to “Compliance Committee” and promote for volunteers.
    a. Richard suggested Judy post a request for volunteers in newsletter.
    b. Peri and Richard reviewed the fining process.
7. Discussion: Unit owner would like an official notice when violation is corrected. It was suggested a quick phone call in lieu of an official notice being mailed.
8. Richard to verify what can be done by a vendor to correct a violation and charged to unit owner.

New Business:

9. Responsibilities assigned for the following:
    a. Fobs: Judy to oversee
    b. Cameras: Judy to oversee temporally until a full board is seated. This monitoring of camera to be reassigned at that time.
    c. Clubhouse rentals: Judy will continue to manage until this task can be reassigned to another board member.
10. Discussion on herbicide spraying.
    a. Discussion on stopping all herbicide (glyphosate) spraying. Board agreed that this spraying is not good for the environment, children, or pets
    b. Discussion on spraying for grate maintenance to inhibit growth – required by the drainage project engineer. Area can be trimmed instead.
    c. Discussion of using Spruce instead of glyphosate. All agreed this would be a better alternative.
    d. Richard to contact US Lawns to halt herbicide (glyphosate) spraying and see about using Spruce or string trimmer. (see motions)
    e. Richard to notify any unit owners using glyphosate to stop immediately.
11. All auto ticket books accounted for – ticket books disbursed to 2 board members. 3 remain.

Unfinished Business:

12. Sod laid by drainage company is dead. Sprinklers in this area were not active when sodding was completed. Richard to investigate and report to board.
13. Asphalt resurfacing and striping completed.
14. Estimate for exterior repair of unit 141 received for $1,670. Approved by board to proceed. Peri motion, Judy second, Margaret 3rd.
15. TCT Construction estimate for $1,300 for sod replacement on drainage project area.
16. GAF repaired the roofs of units 74 and 105. Units 111 and 46 have not responded to GAF calls and repairs have not been done. Unit 26’s roof has been repaired by unit owner. Richard to follow up.

17. Duke Energy received a request from a unit in building 2058 for a shield to be installed on the streetlight. Before Duke can install it they require permission from the board. This shield installation will not trigger a cost to Woodlake. Permission granted, Richard to inform Duke Energy.

18. Sewer main cleanout's top is broken and the main is clogged. Repairs and a cleanout need to be complete as soon as possible. Richard to follow up.

19. Margaret Reid's resignation was accepted. (see motions) She suggested a Welcome Committee.

20. The following were nominated to the board: (see motions)

    a. Dale Sikkema

    b. Rebecca Beckman

21. Organizational update:

    a. President: Caryn Delgado

    b. Vice President: Rebecca Beckman

    c. Treasurer: Dale Sikkema

    d. Secretary: Judy Adams

    e. Director: Marina Brigati

Adjourned: 8:19 PM (see motions)

Next Meeting: September 18, 2025

<u>Motions:</u>

Motion: To approve the Special Meeting minutes July 24, 2025 as read. Made by Peri – 2nd by Judy. 4 in favor (Judy, Peri, Marina, Margaret)/1 absent/0 opposed, passed

Motion: To approve the minutes of the July 24, 2025 meeting as read. Made by Judy – 2nd by Peri. 4 in favor (Judy, Peri, Marina, Margaret)/1 absent/0 opposed, passed

Motion: To instruct US Lawns stop spraying herbicides (glyphosate). Made by Judy - 2nd by Marina 4 in favor (Judy, Peri, Marina, Margaret)/1 absent/0 opposed, passed

Motion: To approve $1,670.00 quote to repair unit #141. Made by Peri - 2nd by Judy - 4 in favor (Judy, Peri, Marina, Margaret)/1 absent/0 opposed, passed

Motion: To accept the resignation of Margaret Reid. Made by Judy- 2nd by Peri 4 in favor (Judy, Peri, Marina, Margaret)/1 absent/0 opposed, passed

Motion: To appoint Dale Sikkema to the board as Treasures. Made by Peri - 2nd by Judy, 4 in favor (Judy, Peri, Marina, Margaret)/1 absent/0 opposed, passed

Motion: to appoint Rebecca Beckman to the board as Vice President. Made by Margaret- 2nd by Marina, - 4 in favor (Judy, Peri, Marina, Margaret)/1 absent/0 opposed, passed

Motion: To adjourn meeting at 8:19 pm. Made by Judy - 2nd by Dale 5 in favor (Judy, Peri, Marina, Dale/Rebecca)/1 absent/0 opposed, passed