

Meeting Minutes

A note to begin with: These minutes were to have been disseminated no later than May 6th, but the Secretary had competing priorities and did not create them. Ten days after the meeting, the Secretary resigned. These minutes are written by the President, Eric North, who was facilitating the meeting and, therefore, not taking notes. It is written strictly from memory in a good faith effort over a week after the fact. Next year, the board will enact a strategy to ensure useful minutes even if the Secretary does not succeed in producing them.

Call to order

A meeting of [Woodland Hills HOA](#) was held at [Jacob Canova's house](#) on [5/2/2019](#)

Attendees

Attendees included [Eric North \(President\)](#), [Felicia Woerner \(Treasurer\)](#), [Jacob Canova \(Board Member\)](#), [Charles Ziebach \(Secretary - since resigned\)](#), [James Patterson \(Management Services Provider\)](#), and approximately 15 neighbors

Members not in attendance

Board Members not in attendance included [Zina May \(Vice President\)](#), [Jennifer Cowart \(Board Member - since removed\)](#), [George Hunter \(Board Member - since removed\)](#), [Jessica Jones \(Board Member\)](#), [Richard Payne \(Board Member - since removed\)](#), and [Audrey Vincent \(Board Member\)](#)

Reports

Felicia Woerner reported 2018 expenditures and 2019 budget figures. See attached.

Unfinished business

1. Front Entrance Project: Three neighbors volunteered to join the board specifically to manage a project to revolutionize the front entrance. They were subsequently voted onto the Board by the neighbors in attendance (see New Business). Their first internal meeting is scheduled for May 13th.
3. Covenants: James Patterson amended the existing covenants to include some clauses from Units 6 & 7's now defunct covenants. Those in attendance discussed the edits and added three more. The final copy is in production and will be voted on by the board before being sent to the whole neighborhood for a general vote. At least 35% of the neighborhood must approve the new covenants in order to enact them.

4. **Street Lights:** A reminder that individual neighbors can contact Alabama Power, directly, to resolve lighting issues in the neighborhood. It is the most efficient and, therefore, fastest method of fixing a broken streetlight. Attendees discussed replacing the bulbs with LEDs in order to decrease energy costs. That will be addressed after the front entrance is complete and more funds are raised.

5. **Websites:** The HOA President communicates with the neighborhood via Facebook on the “Woodland Hills HOA.” It is a closed group for one-way messaging from the Board to the neighbors. The neighbors communicate among themselves via the app, Nextdoor, in the Fairview neighborhood.

New business

1. **New Board Members:** Ted Brown, Kathi Mills, and Cederic Nichols

2. Eric North provided a “State of the Neighborhood” speech highlighting significant actions taken by, and serious challenges within, the board in the last year, defining the responsibilities of the board members and officers, reviewing rises in home values in the 36575 zip code, reviewing crime statistics for the neighborhood, and endorsing smart911.com. He also mentioned that he was in talks with Mobile County to get the older asphalt in the neighborhood repaved. He also relayed a vision for future improvements to the neighborhood including LED streetlights, entrance signs at Woods Pointe/Eunice and Woodland Way/Grenato, and other long-term initiatives.

3. Felicia Woerner announced that, after two years as Treasurer, she would be stepping down in order to take on other important roles as a regular board member. She stated that she would stay on as Treasurer until another board member took on the role.

NOTE: On May 10th, Jessica Jones volunteered to be Treasurer and a majority of the board voted her into the position. The hand-off of responsibilities is ongoing.

Board Meeting

Following the public meeting, the board members in attendance held a meeting.

1. A member was removed from the board for failure to comply with the covenants and two were removed for non-participation in the board.

2. Ted Brown heard from the board on the history of the front entrance planning done so far and confirmed understanding of his and his team’s responsibilities therein.

3. Various members volunteered to complete the following:

1. Renegotiate yard services for all common areas in the neighborhood, including the retention ponds

2. Provide a list of neighbors regularly parking in their grass to the management company for warning letters

3. Determine when enough information has been gathered to produce a front entrance plan and bring the board together to decide on a course of action

4. Complete and post minutes

Attachment

1. 2018/19 WHHOA Finances

Eric North

President (Secretary resigned)

May 12, 2019

Date of Approval

BUDGET: 2018-2019

PROJECTED INCOME	\$ 36,794.00
HOA Dues*	\$30,544.00
Delinquent HOA Dues, Late Fees, & Interest	5,500.00
Covenants & Restrictions Violation Fees	750.00
PROJECTED EXPENSES	36,743.00
Electric Service & Street Lighting (AL Power)	\$19,250.00
Retention Pond Maintenance	4,400.00
Front Entrance Lawn care	4,000.00
Liability Insurance Policy	3,200.00
HOA Management Firm	3,000.00
Collections Firm	2,000.00
Other Expenses**	400.00
Post Office Box, Postage, & Supplies	300.00
Database Management & Website Hosting	180.00
Property Taxes - County	13.00
PROJECTED NET INCOME (LOSS)	<u>\$ 51.00</u>

EXPENSES: 2018-2019

<u>Beginning Bank Balance, 01/01/2018</u>	\$ 20,870.71
TOTAL DEPOSITS*	\$ 36,448.10
TOTAL EXPENSES	\$ (32,689.55)
Electric Service & Street Lighting (AL Power)	\$18,597.74
Front Entrance Lawn care & Repairs	5,950.00
Liability Insurance Policy	3,190.01
HOA Management Firm	2,250.00
Collections Firm	1,950.00
Retention Pond Maintenance	-
Post Office Box, Postage, & Supplies	661.69
Other Expenses**	77.50
Database Management & Website Hosting	-
Property Taxes - County	12.61
<u>Ending Bank Balance, 12/31/2018</u>	<u>\$ 24,629.26</u>
TOTAL ACCRUED EXPENSES	\$ (5,595.00)
Database Management & Website Hosting	\$ 445.00
HOA Management Firm (2018, Q4)	750.00
Retention Pond Maintenance	4,400.00
<u>Ending Cash Balance, 12/31/2018</u>	<u>\$ 19,034.26</u>

BUDGET: 2019-2020

PROJECTED INCOME	\$ 33,966.00
HOA Dues*	\$29,216.00
Delinquent HOA Dues, Late Fees, & Interest	4,000.00
Covenants & Restrictions Violation Fees	750.00
PROJECTED EXPENSES	45,788.00
Electric Service & Street Lighting (AL Power)	\$19,000.00
Front Entrance Improvements (Back Fence Repair, etc.)	7,000.00
Retention Pond Maintenance	4,400.00
Front Entrance & Common Area Lawncare	6,000.00
Liability Insurance Policy	3,200.00
HOA Management Firm	3,000.00
Collections Firm	2,000.00
Other Expenses**	200.00
Post Office Box, Postage, & Supplies	650.00
Database Management & Website Hosting	325.00
Property Taxes - County	13.00
PROJECTED NET INCOME (LOSS)	<u>\$ (11,822.00)</u>