



Woodlands of Chatterton Village

Woodlands of Chatterton Village Homeowners Association Board of Directors

Minutes – Thursday, July 27, 2017

7:00 – 9:00 PM

Meeting Called to Order: 7:13 PM

Roll Call: Bonnie Donaldson, Marc Spontack, Yolanda Everett, Dennis Prichard

Lawyers Management

Attendees: Amber Redd

Review of June 29, 2017

Meeting Minutes: June 29, 2017 meeting minutes approved.

Adoption of July 27, 2017

Meeting Agenda: July 27, 2017 meeting agenda adopted.

Resident Forum

- **Resident @ 47636 Ormskirk (building 17)**
 - Concerns expressed regarding sprinklers not working. Board is aware of the situation as delays were due to the transition of the prior management company. Issue has since been addressed.
 - Concerns expressed regarding shrubbery trimming. Board is aware of the situation as delays were due to the transition of the prior management company. Issue has since been addressed and trimming has been completed.
 - Grass continues to be a big concern. Board is aware of the situation and the issue has since been addressed.
 - Dog waste concern expressed. Board is aware of the situation as it continues to be an issue ongoing within the community. Numerous violations have been issued and will continue to be issued to offenders.
 - Co-owner would like access to the budget. The budget is available on the website, but cannot see performance to budget. During the annual meeting performance to budget is shared with co-owners.
 - Lawyers Property Management will communicate to residents how to access the portal once it has become available. It's a very user friendly tool. Residents will have access to much more information.

- **Resident @ 47731 Ormskirk (building 18)**
 - When will the gutter project be continued? This was another project that was stalled pending transition to the new management company. The board and lawyers Management will develop a plan for gutter replacements throughout the community.



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- Would like the dead branches trimmed. Per the board, this item is on the list of items to be addressed for the community with the new management company.
- Concerns expressed regarding perpetually parked white Jeep vehicle. Per Marc the vehicle is gone. Marc will double check.
- **Resident @ 47667 Ormskirk (building 18)**
 - The green box in the back of building 20 is tilted/crooked and needs to be corrected.
 - Amber at Lawyers will have the concern looked into.

President Report

- “I could bore you all to tears with what I know about irrigation”. J Cru irrigation is our new vendor partner. There are still two zones that are not working. There is a leak and believes that some of our flooding may be due to the fact that our top soil is builder grade and it’s eroding. We need think about adding soil in the future. We have contact information for his company in an emergency. Will provide maps in the black door rooms to locate the shut off valves in case of an emergency.
- The grass has already picked up in terms of growth and color.

Vice President Report

- The pool gate is still an issue. Lawyers to look into it.

Treasurer Report

- Absent

Clubhouse

- Recommend that we keep up a schedule (quarterly) to have the carpet cleaned.
 - Lawyers to provide quotes for carpet cleaning
- Recommend removal of the old fake plant as it is unsightly, attracts dust and spiders. Plant to be removed.
- Can we make sure that the bathrooms are cleaned twice a week? Lawyers to confirm schedule for bathroom cleaning. Also, confirm if the pool company I removing the trash.
- Lawyers to look into replacing the black mats in the bathrooms as they are old and leaving black material on the floors.
- Need to come up with a plan for clubhouse cleaning (twice a month for pool season and once a month off pool season).

Social Committee Report

- Luau event was good and well attended.



- Next event is Back-to-School in August
 - Receipts were provided for items purchased.

Neighborhood Watch

- No report

Three Community Panel

- Board President communicated to Amber at Lawyers management that the other two communities share the expense of the two ponds. They are invoiced twice per year.

Management Report

- **Transition**
 - Lawyers is still working with the former Management Company to have all co-owner payment information in their system within the next two weeks.
 - Amber will complete a walkthrough of the community with the landscaping company on August 4th.
- **Community Make-up Discussion**
 - Need to address ratio of rentals
 - Need to add clarity for use of the clubhouse/pool tenants vs. co-owners
 - Co-owners that live out of town didn't receive the communications from Lawyers for the transition.
 - Clubhouse rules will be looked at in terms of rental policy.
- **Irrigation**
 - Board President walked the community with Joel at J Cru.
- **No Parking**
 - Board will evaluate the concept of parking tags/parking permits
 - Curb signage
 - Lawyers will provide 3 bids and address areas identified by the board.
- **Meeting Day Change**
 - Board proposed that the meetings be changed to the last Tuesday of the month. Proposal was seconded and adopted. Beginning in August 2017, board meetings will be held on the last Tuesday of each month.
- **PayPal**
 - Lawyer to send an email to former management company to send a check for the funds remaining in the PayPal account for clubhouse rentals. Amber will talk to Josh about setting up clubhouse payment processing and add the link to the website.
- **Drainage Project**
 - To be postponed until next year.
- **Gutter Replacement**
 - Until a formal plan is developed, replacements will be handled on a case-by-case basis.



- **Snow Removal Contract**
 - Bids are needed. Lawyers will provide bids for board review. Add J Cru to the list. No Northern Pines.
- **Road Repairs**
 - Sink hole between buildings 3 and 4 need to be addressed. Amber will bring the situation to Josh's attention.

Next HOA Meeting: August 29, 2017

Meeting Adjourned @ 9:05 PM