



Woodlands of Chatterton Village

Woodlands of Chatterton Village Homeowners Association Board of Directors

Minutes – Thursday, February 23, 2017

7:00 – 9:00 PM

Meeting Called to Order: 7:11 PM

Roll Call: Bonnie Donaldson, Marc Spontack, Yolanda Everett, Prashant Pannerselvam

KC Property

Services

Attendees: Tabitha Leach

Review of February 23, 2017

Meeting Minutes: February 23, 2017 meeting minutes approved.

Adoption of March 30, 2017

Meeting Agenda: March 30, 2017 meeting agenda adopted.

Resident Forum

- Leaves from last season caused an issue with a resident's lawn. Lawn is still matted with dead foliage (leaves).
 - **Action Item(s):** Tabitha will have Craig look at the area behind buildings 20, 18 and 16 to determine what needs to be raked and have seed planted.

President Report

- No report at this time.

Vice President Report

- No report at this time.

Treasurer Report

- Checking: \$118,060.47
- Money Market: \$198,962.02
- Road Reserves: \$35,948.46
- Roof Reserves: \$105,828.78
- Morgan Stanley: \$30,624.47
- Wilmington DE CD: \$90,171.66



Clubhouse

- No report at this time.

Social Committee Report

- PayPal account access was set-up. Access was provided for Annette (Clubhouse). Prahsant (Treasurer) will also be added.
- A report of all funding transfers to WOCV from PayPal was provided for board review.

Neighborhood Watch

- No report at this time.

Three Community Panel

- Payment to WOCV remains past due from Fall of 2016
Action Item(s): KC Property Service to follow-up and advise of legal action should be taken at this point.

Current Business

- **Website Updates:** Reported as completed. Y. Everett to verify.
- **Work Order:** Work orders from another community were included in WOCV report in error. Tabitha to ensure that non-WOCV work orders will not to be included in the WOCV file.
- **Pool Proposals for 2017 Season and Repair:** Motion made to hire Pristine Pools for 2017 Season Maintenance and Repair approved by the board.
- **Welcome Packet Discussion:** Board discussed how to communicate and inform new residents.
 - **Action Item:** KC Properties will mail a one-page welcome letter with KC Property contact information and instructions to new residents requesting their contact information and providing information on how to obtain provided email address and contact
- **Comcast Pool Phone:** Motion made and approved to consolidate phone lines to Comcast.
- **Drainage Project**
 - **Action Item:** KC Properties to provide proposals as soon as possible. Would like to have building 20 on the list as it is exceeding wet behind that building.
- **Sprinkler System**



- **Action Item:** Board to review all proposals and concur on vendor/supplier by April 6, 2017.

- **Spring Foliage Walk Through:** Tabled until April Board Meeting

- **Gutter Replacement Audit**
 - **Action Item:** Audit graphic to be resent to the board in color.

- **Turf Proposal:** Tabled until April Board Meeting

- **Asphalt Proposals:** Board to review and concur on a vendor/supplier by April 6, 2017.

- **WOCV Insurance Proposals:** Motion made to retain Farm Bureau policy and approved by the board.

- **Pond Maintenance:** Quote from Aquatics provided for the board for review. Secondary pond quote to be provided to the board for review.

- **Pool Gate Issue**
 - **Action Item:** KC Property Services to evaluate wind damage to the pool gate.

Next HOA Meeting: April 27, 2017.

Meeting Adjourned @ 9:00 PM