



## Woodlands of Chatterton Village

### Woodlands of Chatterton Village Homeowners Association Board of Directors

Minutes • Wednesday July 24, 2013

7:00 – 9:00pm

- **Roll call: Present:** Keith Rainwater, Ryan Hass, Judy Curcio,
- (Annette Solomon & Kim Mosey, KC Property – absent)
- **Adoption of agenda:** Approved
- **Review of minutes of preceding meeting on June 26, 2013:** Approved
- **Open forum for residents** (co-owners and tenants) n/a
  
- **Reports of officers, committees, and management company**
  - President: See Grounds and Gardens Update and Northstar Pools
  - Vice President: See new budget comments
  - Treasurer
    - Year-to-date summary: On track
    - Operating checking: \$76,649
    - Reserves: \$100,438.93
      - Encumbered from reserves: bldg. 18 irrigation project; bylaw & master deed rewrite
  - Committee updates:
    - Community Standards: Atif Agah had to resign because of a recent job change and career move. **\*\***Notice of new community standards chairperson needed to be posted in this week's newsletter.
    - Clubhouse: n/a
    - Social: Coffee greet a success, Luau postponed till August, see newsletter for update.
    - Neighborhood Watch: **\*\***Post a notice for a co-chairperson to aid current chairperson.
  - Three Community Panel: Update (KC Property): WOCV and Square have signed off on new agreement. Waiting for the Village to approve at August board meeting.
    - Twin Oaks Report on pond area: Irrigation system is up and running 100%. Prune different plants at different times of the year, will be finishing the pruning the week of 7/22. Judy will work with Kim to create a responsibility map of the pond area; Twin Oaks vs Grounds and Gardens.
  - KC Property - management report, inspections, work orders
    - Review moving camera on NE end of clubhouse to SE end of fence.
      - **\*\***Waiting quote from Metro - KC Property to provide.
    - Ormskirk unit - schedule warranty work on porch overlay
      - KC Property reported this to occur in August 2013.
    - Violation responses: KC Property reported that first & second violations have been sent requesting move to approved location along with Satellite Installation Requirements. KCPS awaiting responses from units.
      - Satellite on roof – Radcliff unit: (see above)
      - Radcliff unit - satellite on front lawn: (see above- violation responses)
- **New business**
  - Review responses to Grounds Assistant ad.
  - Clarify process for violations, architectural change requests. **\*\***
  
- **Old business**
  - Condominium By-Law and Master Deed Changes:
    - Review Mackower responses to latest revisions

- All board requested to the new By-Law and Master Deed have been approved by Mackower. Only some minor changes that involved definition could not be changed.
  - New matrix received from attorney
  - **\*\*Review all changed documents send all comments, changes, approvals to Keith by Monday 7/29.**
- Time frame proposed for voting:
  - ✓ 8/1 Mailing of changes to co-owners
  - ✓ 8/22 Special session at Clubhouse with Mackower
  - ✓ 9/12 Promote voting door to door
  - ✓ 10/11 Count ballots
  - ✓ 10/23 Annual Meeting
- Dues increase proposed for FY2013-14 Budget
- FY2013 – 14 budget items added
  - Caulking 2014: **\*\*Need quote, number of buildings to be completed depending on cost, may need to work project in stages.**
  - Side walk repairs 2014
  - Increase monthly reserve contribution 2014
  - Higher quality mulch 2014
  - Glass bulletin board for pool area - 2014
  - Proposed Clubhouse house carpet vs tile - see quote - 2014
  - Bury drainage lines - **\*\*Need quote from Grounds and Gardens, if necessary we may need to complete this project in stages. Would like to add to 2014 budget, all or partial.**
  - Complete Drainage B units 2015
- July: Keith presents budget draft
- August: approve 13-14 budget
- Grounds and Gardens - Update on progress of lawn recovery
  - Update on drainage correction on the backside of Bldg 18 - Started week of 7/22
  - Update on shrub/tree replacement week of 7/29.
- Pool update for FY 2014 - Northstar Pools reported all equipment seems to be functioning properly, no unusual expenses expected for next year.
- Trackers:
  - Community improvements on hold:
    - Tree trimming - Complete 2013 - Look at again in 2015/2016
    - Proposed bike path btw Village & WOCV - on hold
    - Drainage repairs: "B" units on front side of buildings need completion. - 2015
  - Work requests ON HOLD:
    - Ormskirk unit: Rebury drain pipe
    - Radcliff unit: Caulking around front door
    - Pembroke unit: Caulking around front door needs to be replaced
    - Pembroke unit: grass in poor shape
- Painting Project: Contractor reported that work should be complete by 8/10/13 - weather permitting. Buildings are all about 95% finished, he is completing final touch ups on each building.
- Executive session: Liens/Foreclosures: KC to send reports to all board members. All reports need to be sent out the Friday before the board meeting to allow time to review.
- Items for future newsletters
- **Action items from this meeting \*\***
- Next HoA meeting: Wednesday, August 28, 2013
- Adjourned – 8:34 pm