

**WOODLAND VILLAGE
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, November 17, 2020
Held at: 18400 Village Pkwy

Board Members Present:	Bob Corrado, Robert Lissner, Mark Wilson
Board Members Absent:	Greg Johnson
EBMC:	Holly Bullock, Community Manager, Rebeka Whatley, Recording Secretary
Other:	None
Homeowners Present:	List on File with Management

I. CALL MEETING TO ORDER

Robert Corrado called the meeting to order at 4:07 p.m.

II. MEMBER'S FORUM: AGENDA ITEMS ONLY

There was no Homeowner comment during this portion of the meeting.

III. INTRODUCTION OF NEW COMMUNITY MANAGER – Don Soucy

IV. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve September 15, 2020

The meeting minutes were reviewed by the Board.

Motion: Bob Corrado made a motion to approve the September 15, 2020 minutes as presented. The motion was seconded by Mark Wilson and unanimously approved.

V. REPORTS

A. Signature Landscape Report

Robert Gamboa was present at this meeting via Zoom. He stated that about 90% of the leaves have dropped out of the trees. They have been working on leaves and trimming the perennials. They have started preemergent applications of the trails. Robert stated that they have been getting out there as often as they can and dealing with weather issues. They are going to get started on the culverts next week. Robert added that they are still looking for the 2021 Snow Removal contract. They are going to roll with the 2020 contract, but they are looking for the signed 2021 Contract.

B. Martin Ross Patrol Report

There was no representative from Martin Ross present at this meeting. The call report was provided to the Board prior to this meeting.

Bob Lissner stated that he is objecting to the time of this meeting. He does not believe that they should be meeting before 5pm. There was additional discussion regarding rescheduling the Board Meetings for 2021. Management explained that the meeting times can be adjusted, but the Homeowner's would need to be noticed. Holly added that the new meeting schedule can be mailed out with the next billing.

Motion: Mark Wilson made a motion to change the meeting schedule to reflect that the Executive Session will begin at 5:00 p.m. and the General Membership Meeting will begin at 6:00 p.m. and that the meeting should conclude by 8:00 p.m. The motion was seconded by Bob Corrado and unanimously approved.

Greg Johnson arrived at 4:24 p.m.

C. Maintenance Report

The maintenance report has been previously provided to the Board for review. Holly stated that the lights were turned off in Forest Park so maintenance is going to padlock the breaker box. They are working on refreshing the rock on Village Parkway. Robert reported some fencing that went down in the wind today.

D. Manager's Report

Holly said that the mailer about killed us. It got out on time, but it was major. She said she is working on getting some letters out for Homeowners who did not pick up their stain. We have some letters going out for compliance hearings. We have some end of year accounting issues to clean up.

E. Review Status Litigation/Pending Legal Action

Holly stated that the last case is in the process of being settled and we are just waiting for final documents from US Bank which will complete the last foreclosure case we had pending.

VI. FINANCIALS

A. Treasurer's Report

Bob Lissner stated that he has no report for the Board at this time.

B. Review and Approve Financial Report for August & September 2020.

There was no discussion regarding the financial report at this meeting.

VII. OLD BUSINESS

A. Discussion on planning a board workshop for reviewing the Design Handbook/Landscape Manuel.

Greg explained that they are still working on getting this scheduled.

B. Wildlife Space – Discussion to add reclaimed water service to space and planting for wildlife. Discussion regarding NDOW feedback, discussion regarding winter forage for animals.

Mark reported that they are still working on getting a project together at this time.

VIII. NEW BUSINESS

A. Review/approval of common area (Phase 21) turnover from Lifestyle Homes.

Bob Corrado explained that they have looked at the phase and it has been completed and the plants have a one-year guarantee.

Motion: Bob Corrado made a motion to accept Phase 21 common area turnover from Lifestyle Homes. The motion was seconded by Mark Wilson. The motion was approved with (BC, GJ, MW) in favor and (BL) abstained.

B. Review/approval of legal services amendments with Leach, Kern & Gruchow.

The Board reviewed the proposal as presented by Gayle Kern for legal services.

Motion: Mark Wilson made a motion to postpone the approval of this contract until a meeting can be scheduled. The motion was seconded by Bob Corrado and unanimously approved.

C. Review/approval of management services agreement renewal with EBMC for 2021.

The Board opted to have a discussion with Lori Burger prior to accepting this Addendum. Bob Corrado believes that the revolving door of compliance personnel added to the current level of service necessary to manage the compliance issues of the Association.

D. Review/approval of appointing John Stetson to the Design Review Committee.

Bob Corrado stated that John Stetson is a Homeowner who is known by Mark and himself. He believes that adding Mr. Stetson will be a very beneficial addition to the Design Review Committee.

Motion: Greg Johnson made a motion to approve the appointment of John Stetson to the Design Review Committee. The motion was seconded by Bob Corrado and unanimously approved.

E. Review/approval for the revised snow removal proposal from Signature Landscape.

Bob Corrado stated that this is the same contract we had last year for snow removal. Accepting this contract affords us priority with Signature for snow removal services. Bob Corrado added that with the purchase of the snow removal equipment last year Robert was able to manage most of the snow removal for the Association and Signature provided very little assistance. We have only spent \$525 for snow removal services so far this year. We only call in Signature if Robert is unable to keep up with the snow removal.

Motion: Bob Lissner made a motion to accept the proposal as presented by Signature Landscapes for snow removal services. The motion was seconded by Bob Corrado and unanimously approved.

F. Review/approval for contract addendum (ph 21 turnover) from Signature Landscape.

Signature Landscapes has presented a proposal to increase landscaping services to include Phase 21. Bob Lissner stated that we are adding only about 4% in homes and this addendum represents an approximate 10% increase in costs.

Motion: Mark Wilson made a motion to postpone this approval until Signature Landscapes can be contacted to discuss the amount of this increase in costs. The motion was seconded by Bob Lissner and unanimously approved.

G. Action taken outside of meeting.

1. Approval of the 2021 Operating and Reserve Budget revised. No increase in Assessments for 2021.

The Board reviewed the 2021 proposed 2021 Budget. They have opted to fund a portion of the Reserve Allocation from the excess funds currently in the Operating Account. Assessments will remain at \$114 per quarter.

Motion: Bob Corrado made a motion to accept the 2021 Operating and Reserve Budget as presented. The motion was seconded by Mark Wilson and unanimously approved.

IX. NEXT BOARD MEETING DATE

January 19, 2021 – Board of Directors Meeting – 6:00 p.m. Location to be determined.

X MEMBER'S FORUM – OPEN FORUM

A. Bob Lissner

Bob Lissner asked that EBMC come up with a better plan for conducting our meetings.

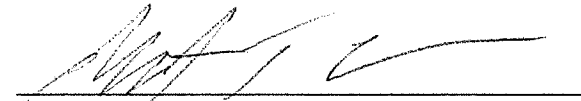
XI. ADJOURNMENT

Bob Corrado made a motion to adjourn the meeting. It was seconded by Mark Wilson and unanimously approved. The meeting adjourned at 5:19 p.m.

Respectfully Submitted,

Rebeka Whatley, Recording Secretary

Rebeka Wiggins, Recording Secretary



Board of Directors