

**WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
SATURDAY, NOVEMBER 18, 2023  
10:20 A.M. VIA ZOOM  
IMMEDIATELY FOLLOWING THE ANNUAL MEETING**

**Present:**

- Erin Welfelt
- Kitty Hasche
- Tracy Schwartz
- Matt Swatek
- John Hasche
- Kat Loughan, Toad Property Management

The meeting was called to order at 10:21 a.m. and Kat confirmed a quorum.

Kat said “notices” had been placed on some items in violation of the Curb Appeal Policy. Kat explained a strongly worded email had been received from Unit 17 and it appeared unlikely Unit 17 would comply with the request. Fines would be applied in accordance with the governing documents as amended language was probably going to be introduced by the State.

Erin made a motion for the following officer appointments, John seconded the motion and it was unanimously approved:

President	Kitty Hasche
Vice President	Erin Welfelt
Treasurer	John Hasche
Secretary	Matt Swatek
Board Member	Tracy Schwartz

A request was received to consider the changing of a pellet stove back to a log stove. It was agreed a Modification form needed to be submitted and the Board would discuss after receiving all the information.

Kat said Toad wanted to prepare a Checklist specific to Wildwood so that a Checklist could be completed as part of site inspections. The Checklist would be digitized and distributed to the Board and shared with any other Toad managers or the maintenance crew. It was generally agreed the Checklist would help with communication and help to monitor progress on specific tasks. Kitty said she would distribute some suggestions to also improve communication and check availability of board members.

Kat explained there were still some delays in getting Accounting to respond in a timely manner. Kat said she had met with First Citizens Bank and the Bank would provide written details of the service and interest rates they could provide to associations.

Matt said he would be happy to reach out to the City regarding parking on Tomichi and John agreed to share contact information.

Kat explained Complete Coverage would be providing estimates for exterior painting work and Kat would share that information as soon as it was available.

At 11:00 a.m. Erin made a motion to adjourn the meeting. John seconded the motion and it was unanimously approved.

Minutes respectfully submitted by:

**Rob Harper**

**Toad Property Management**

DRAFT