

**WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, DECEMBER 10, 2020
11:00 A.M. VIA ZOOM**

Agenda

- Call to Order
- Proof of Notice
- Board Members Present – Confirm Quorum
- Approve Previous Meeting Minutes

Old Business

- Abandoned Car
- Delinquent Units
- Paving Assessment - Feedback and Termination of When Completed

New Business

- Board Officers and Titles
- To-Do List
- Cabinette Capital Improvements Committee
- Other Committees Status
- Legal Issues, Repair and Maintenance Allocation
- Set Meeting Schedule for Year
- Quarterly Newsletter
- Other business

Present:

Jerry Mack
Erin Welfelt
Ray Kingston
Janet Amelio
Rob Harper, Toad Property Management
Chet Boyce, Toad Property Management

The meeting was called to order at 11:00 am and a quorum was confirmed with all Board members participating.

Jerry made a motion to approve the November 14, 2020 meeting minutes. Erin seconded the motion and it was unanimously approved.

Chet said the abandoned vehicle had been moved just before the towing company was going to take it away.

Chet explained letters by certified mail had been sent to the owner delinquent on their dues outlining a payment plan. Despite several conversations with the owner no payment had been received to reduce

the arrears. As the owner had not kept to the payment plan the deadline of January 31, 2021 to pay the entire balance was still in place.

No feedback had been received regarding the letter notifying owners of the assessment of \$100 per month, per unit, starting January 1, 2021, for the paving project. Once the asphalt project was completed the assessment would be reviewed and adjusted or stopped. Updated bids for the asphalt would be obtained in the Spring and an additional special assessment might be necessary depending on the timing of the work and the scope of work. Landscaping options would be reviewed for some of the large asphalt areas and Toad would provide suggestions and also had the ability to do the work.

Chet said the engineering report for the Cabinettes had been distributed to electricians in the area but no response had been received. Chet agreed to follow up.

Jerry said John Hasche, Ray Kingston and Judy Harris had expressed interest in joining the Cabinette Committee. Jerry agreed to set up a video conference call with John, Ray and Judy to identify priorities and how to cover the cost of the various projects. Obtaining bids would be the first priority.

After discussion Erin made a motion for the following appointments, Ray seconded the motion and it was unanimously approved:

President	Jerry Mack
Vice President	Erin Welfelt
Secretary	Janet Amelio
Treasurer	Ray Kingston

It was agreed trees would be removed on an as needed basis. Janet agreed to review the tree survey and meet with the tree removal company in the Spring to find out which trees could be removed within the budget.

It was generally agreed the Curb Appeal Policy identified overflow parking for residential use and not RV storage. Toad agreed to inspect the overflow parking and report back to the Board if there were any items which needed to be moved.

Jerry and Peggy would work on the capital plan in 2021. Chet said he had provided the flood insurance documents to Betty Naftz for review. The Board would continue the role of the Curb Appeal Committee.

Chet said an owner had expressed concern about the condition of their roof and the need to replace a portion of the roof. A long discussion followed regarding HOA responsibility and individual owner responsibility. Determining the Limited Common Elements was essential as the Covenants addressed responsibility for Limited Common Elements. Jerry agreed to ask the Association's legal counsel to review and identify responsibility for exterior parts of buildings. It was agreed Jerry would speak to previous Board members to determine why a change from the designation of condominiums to townhomes or sub associations had not been pursued.

Jerry said he would draft a quarterly newsletter updating owners on Board actions. It was agreed future board meetings would be held on the second Thursday of each month at 10 am.

At 12:23 pm Erin made a motion to adjourn the meeting. Jerry seconded the motion and it was unanimously approved.

Minutes respectfully submitted by:

Rob Harper

Toad Property Management

DRAFT