

WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, APRIL 9, 2020
10:00 A.M.

Present by Zoom: Karen Redden
Erin Welfelt
Jerry Mack
Paul Depp
Mary Zimmerman, Toad Property Management

The meeting was called to order at 10:10 am and a quorum was confirmed. A motion was made to approve the minutes of the March 5, 2020 meeting. The motion received a second and was unanimously approved.

Mary explained the special assessment would be sent to all owners to recover the money paid out by the Association for flood insurance. It was agreed Mary would reach out to Amanda at Mountain Thyme to find out when landscaping work would commence and when Amanda needed the water turned on for irrigation. Amanda would be asked for her anticipated landscaping schedule and an outline of any extra expenses to assist keeping expenses in line with the budget. Mary said one owner was delinquent on dues and it was agreed Mary would reach out to the owner and remind the owner of the Collection Policy. A financial report would be circulated to the Board with figures as at March 31, 2020 as soon as it was available.

It was agreed an update to the 2019 Capital Improvement spreadsheet would be completed prior to the annual meeting and at the meeting it would be necessary to work on long term plans as the COVID-19 virus had disrupted plans for 2020. The legal interpretation on how dues and special assessments should be dealt with for repairs and maintenance on the Cabinettes would also be presented and discussed at the annual meeting. Potential lending from Community Banks for essential repairs and maintenance had been put on a brief hold due to COVID-19 and updated lending information would be available by the time of the annual meeting.

It was agreed two trees, identified in the Tree Study, continued to be a cause of concern and would be a priority for tree removal in 2020. Attempts would be made to have four trees removed during 2020 using budgeted funds and the Board would inspect the trees to determine which trees would be removed in 2020.

Mary explained work had started on the Budget and would be presented to the Board for review and discussion. Moving forward quarterly financial reporting would be available for the Association.

It was agreed the annual meeting would once again be held at the Wildwood Gazebo if COVID-19 restrictions had been amended. Notice of the meeting would include information for participation by Zoom in case COVID-19 distancing restrictions were still in place.

It was agreed attempts would be made to bring all accounting and budgeting into a calendar year and 2020 would have one budget for July – December and a second budget would be prepared for calendar year 2021. Mary agreed to continue working on the Budgets and review the governing documents regarding the new presentation of the Budget. At the next meeting a vote would be taken to make

changes to the budget year and at the annual meeting it would be suggested that future annual meetings be held later in the year so the meeting was closer to the end of the year and beginning of the calendar year budget.

It was agreed changing board terms to staggered two year terms would be beneficial for continuity and would be discussed again at the next Board meeting and added to the Agenda for the annual meeting. The four board members all expressed a willingness to continue on the Board.

It was agreed the next meetings would be April 30, 2020 for a work session at 10 am and May 7, 2020 at 10 am to discuss the Budgets, Annual Meeting documents and presentation to owners of changes to billing for repairs and maintenance on just the cabinettes.

At 11:04 am a motion was made to adjourn the meeting. The motion received a second and was unanimously approved.

Minutes respectfully submitted by:

Rob Harper
Toad Property Management