

**WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
CONTINUATION OF MAY 7, 2020 MEETING
FRIDAY, MAY 8, 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.

Mary explained the actual expenses versus Budget and how the expenses in the new Budget had been calculated. The revised format of the financial reporting and Budget was discussed and it was agreed the information needed to be contained on one page, without a month by month breakdown, and clearly show the balances held in the Checking (Unrestricted) and the Painting Reserve (Restricted) accounts.

It was agreed the numbers presented in the Budget were acceptable and kept dues at the current level and the format would be revised. The style of the reporting would be amended for approval at the next meeting.

Karen agreed to reach out to the City to find out if the City had equipment which could locate underground utility lines as that information was necessary prior to the driveway asphalt being replaced.

The engineers, SGM, had confirmed availability to start work at Wildwood as soon as the scope of work was finalized. It was agreed work on the scope of work and potential costs would be a priority between now and the June 20 annual meeting.

A summary had been prepared of the two legal opinions and relevant sections from the governing documents regarding the financing of future maintenance of the Cabinettes and the Board agreed to review the summary and decide if the document, in the current format, would be sent to owners with the annual meeting packet.

The annual meeting packet would ask Owners to confirm the email address they would be using if they participated in the annual meeting via Zoom.

Mountain Thyme had started early season landscaping work at Wildwood.

Mary agreed to continue researching changing the financial reporting to a Fiscal year, in line with the tax return.

Betty Naftz, a cabinette owner, had volunteered to join the Board and it was agreed to reach out to her to explain the duties and commitments.

It was agreed there would be a short meeting on Tuesday, May 12, 2020 at 1 pm to finalize the annual meeting documents.

It was agreed to speak to SGM about the preparation of an engineering report focusing on utilities, possibly crawlspaces, but not roofs as the roofs were not leaking at the present time. SGM would also be asked to provide options for the walkways. Siding and windows would not be part of any engineer's report at this time. Once more information was known from SGM the Board would once again discuss the scope of work for the engineering report.

At 11:19 a.m. 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

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