

WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MONDAY, JULY 29, 2019
11:00 A.M.

Present: Karen Redden
Erin Welfelt
Paul Depp
Jerry Mack
Rob Harper, Toad Property Management

The meeting was called to order at 11:00 am and a quorum was confirmed. A motion was made to approve the minutes of May 17, 2019. The motion received a second and was unanimously approved.

Jerry Mack and Paul Depp volunteered to join the Board. A motion was made to appoint Jerry and Paul to the Board. The motion received a second and was unanimously approved.

A quick review of the financials confirmed the Association would be able to transfer close to \$11,000 into the Reserve Account at the end of the month.

Responses had been received from owners regarding the Capital Improvement Survey and asphalt was the number one priority. Rob said high winds over the weekend had caused concern about the trees and it was agreed from a safety point of view it would be necessary to obtain a price to remove more trees in a quicker timeframe than originally anticipated. A majority of owners supported financing Capital Improvement Projects with an Association bank loan and Paul volunteered to research options available and Jerry offered to assist.

Jacob With, the Association's legal counsel, had once again reviewed governing documents and the crawl spaces for the cabinettes, labelled as a general common element, and the cabins, labelled as a limited common element. Conflicting language in various paragraphs of the governing documents made it difficult to determine a fair and equitable way of paying for essential repairs. After a long discussion it was agreed the Board would continue to gather information regarding financing and bids for essential safety work which included tree removal around the entire property, plumbing and electrical upgrades, crawl space insulation, vapor barrier and venting for the cabinettes.

Two houses had been painted and it was agreed the contractor would be asked to work through the list of touch-up areas on other structures keeping the cost to approximately \$2,000.

Rob confirmed the scheduled tree removal had been completed and he would obtain a bid to remove the 20 trees previously identified on the tree survey.

Concern was expressed about the conduct of some of the long term tenants. The Board agreed to review a draft document to be attached to all long term leases making tenants aware of the rules and regulations and the enforcement procedure. It was agreed to also review documentation to include short term rentals.

It was agreed signage needed to be placed by the trash receptacles notifying owners and tenants of guidelines. Karen agreed to find volunteers to stain the picnic tables.

The next meeting would be August 15, 2019 at 11 am.

A motion was made to spend approximately \$5,000 on an engineering study to identify essential work on structural issues, electrical, plumbing, crawl space insulation, vapor barrier and venting in the cabinettes. The motion received a second and was unanimously approved. Rob agreed to reach out to SGM.

Rob agreed to contact SealCo and request pot hole and patching up to a maximum of \$3,500.

The meeting adjourned at 12:27 pm.

Minutes respectfully submitted by:

Rob Harper
Toad Property Management

DRAFT