

White Oak Springs HOA Board of Director Meeting Minutes July 19, 2020

1) Quorum/Call to Order

Quorum was established by attendance. Board President, Marie Godard, called the meeting to order at 9:01am. Meeting was held by conference call.

Directors Present:

Marie Godard	President	Angela King	Vice-President
Jay Hooper	Treasurer	Rick Scanlin	Director
Natasha Fuller	Secretary		

Community Member(s) Present:

Samuel (Eugene) Watkins

Community Manager: Action Property Management was not necessary and did not attend.

2) Minutes

Board review meeting minutes from 06.28.2020 and approved. Approved minutes will be uploaded to the website.

3) Financial Report

Board Treasurer, Jay Hooper provided a brief breakdown of financial reports on 2020 finances and bank balances as shown in the June financials, as well as review of 2020 assessment collections and delinquent accounts. Assessment collections are at an all-time high of 98%, with 17 delinquent accounts. There is 1 account with trash pickup suspended, 4 on payment plans, 1 in legal, 2 under watch, 30 violation letters sent in May. Jay will also contact APM 7.2.2020 to send letters to the delinquent accounts with small balances as a reminder they are due.

Jay met with a business accountant on bank reserves. Feedback is that HOA's should have a 12-month reserve, we are at about 7-8 months. Bank reserves are not to be used to fund annual repairs, but for fixed assets, legal, debts, repairs and maintenance for accidents causing major damage. With COVID-19, it may be possible that there will be several homeowners on payment plans next year, and reserves would allow the HOA to continue paying the bills until these payments are collected, at which point, the reserves are replenished.

- Eugene suggested adding payment-plan reminder to the newsletter & everyone was in favor of this. There were two Cirro invoices charges on the June financials, only one was a valid WOS invoice. There was one payment that was credited to the incorrect homeowner's account for \$181.80. APM has corrected both since being notified.

4) Old Business Review

- No update on the Deed Restrictions Enforced sign for the front.

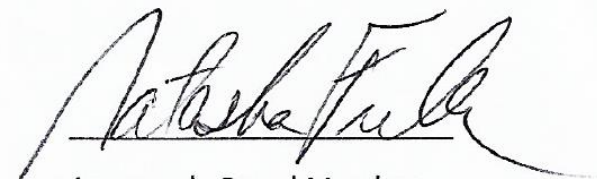
- Angela provided a status on the cameras. 15 votes so far from the website, 8.57% votes for yes, 2.14% votes for no. Front entrance sign was installed as a reminder to vote for Flock Safety cameras, and an email will go out to all homeowners we have contact information for.
- Reminder of the HOA gmail email account and password so everyone can see the votes and requests submitted from the website.

5) New Business:

- Angela requested that we modify out ACC application to be more specific for landscaping improvements and she will convert the PDF form to Word to add some modifications for this.
- We have received a few requests from the Website for adding business card referrals to our Newsletter and Website. Everyone was in favor of adding these for Website and Newsletter.
- YOM, Rick has donated \$150 towards YOM gift cards and has also volunteered to do the August selection. A reminder to collect the winner's names, address, email address, and phone number to send out the congratulatory email and place the YOM announcement on the website.
- Marie reminded the Board members to always review the financials as each month there are questions in the area of checks, banking, CCR letters and legal. In June, 2 Cirro (electrical - street & spot lights) invoices were processed, one being invalid, and one homeowner's account was mistakenly credited \$180.80 to the incorrect account. APM has corrected both since being notified.
- Front Entrance sprinklers are currently shutoff by Water Company due to several leaks. After much discussion in regards to the state of the new plants in the front looking dead, the following has been agreed on to proceed:
 - When plants we planted they were not watered in, although it was raining constant that day
 - Eugene to contact original installer to see if they have a diagram where lines are and a quote for what they would proposed can be done to resolve the sprinkler issues.
 - Rick to contact his irrigation guy to quote on/find out what it would take to find & repair leaks.
 - Angela to contact a 3rd company pending Eugene and Rick's feedback.
 - Water to be turned back on only once it is agreed & for next step to minimal huge water costs.
- Angela has volunteered to go to the front to see if any plants can be resurrected.
- Discussion on possible virtual Oct annual elections due to covid-19 still TBD. We will review this month by month with a decision before the 10.8.2020 scheduled annual election meeting.
 - Nomination Ballets and Proxy Cards need to go out as mailers, perhaps in colored envelopes.
 - Website could be improved to have a Nomination Speeches and Voting section that would be open for approx. 1 week, APM would tally the votes and announce the results. Executive Board meeting would be called to elect each board position for Oct 2020-Oct 2021.

6) Board of Directors Meeting Adjourn

- Board President, Marie Godard adjourned the general board meeting at 10:03am.



Approved: Board Member
White Oak Springs HOA