

# Wells Landing HOA Board Meeting Minutes – March 16, 2019

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## I. Call the meeting to order.

- A. **In attendance:** ☒ Jeff Berk ☒ Don Johnson ☒ Linda Olsen ☒ Dena Calivas ☒ Pat Markham  
*Though Linda was not feeling well, she attended the meeting by conference phone.*
- B. **Review and approve meeting minutes** *Members were not prepared to approve meeting minutes. Deferred until April 27 meeting.*
- C. **Review and revise meeting agenda** *No revisions noted.*

## II. Old Business

- A. **2019 Annual Dues Update (Jeff)**
  - 1. *Of the two homeowners who were overdue on their annual dues, A. Robinette (558 WOL) has since paid, and L. Caldwell (617 WLD) is due to send partial payment next week, following her hospital stay.*
  - 2. *Local contact information received for Nancy Wu, but will not be included in the resident directory.*
- B. **2020 Increase to late fees for annual dues payment (Pat)** - *Board voted to increase the late fee to \$25, with no interest. This change will be updated in the Assessment Payment Policy, and noted in the April newsletter.*
- C. **Charges for estoppel letters (Jeff)** – *Jeff and Don will combine this with their meeting in the fall (prior to annual HOA) to discuss the health of the budget.*
- D. **Concurrence Committee (Pat)** – *If the CC wants to do more than just give “yes” or “no” on recommendations for fines or punitive measures from the Board, Pat needs to submit a plan to the Board.*
- E. **Outstanding ARB Issues (Jeff)** – *Items marked for Concurrence Committee follow-up have been removed.*
- F. **Landscaping Update (Linda)**
  - 1. **Entry area landscaping plans** - *Board approved the plan and proposal of \$3430 received for materials and labor for landscaping of entry areas and center island.*
  - 2. **Massey lawn treatment scheduling** – *Linda was unable to get Massey to commit to a schedule that we can publish. Jeff will follow-up with management.*
  - 3. **Menu board modifications** – *Kevin’s built and installed the frame, and will sand, caulk, and paint. Will also install plexiglass cover with lock to prevent adolescent shenanigans.*
  - 4. **Massey Termite Inspection Reports (Jeff)** - *Inspection reports will be emailed to Jeff from Massey; he will store on a second flash drive that will be made available to HOA members upon request.*

## III. New Business

- A. **New ARB Requests (Jeff)** *Two new requests were received by Delores Lawson (621 WLD) and Diane Allen (625 WLD) to cut down diseased and dying sweet gum trees in their yards. Jeff approved these on 2/28, on an emergency basis.*
- B. **Community Records Management project** – *The Board has agreed that only Board Members will work on this project. Pat took a box of files from Dena, and they noted that there were two boxes in the cabana storage room. The Board will develop a plan of action for this project at a later date.*
- C. **Event Scheduling (Dena)**
  - 1. Date for the **Spring Fling** *April 27, 4:00 – 6:00 (April 28 is alternate date)*
  - 2. Date for the **annual walkabout / rideabout** – *These will be scheduled individually by each of three Board members, and completed before the next Board meeting on April 27: Don will do WLD with Sherry Galloway and Sandra Fidler, Dena will do PFT with Brett Markley and Linda Olsen, Pat will do WOL with Cheryl Susser and Sandy Leepart.*
  - 3. Date for the **HOA Annual meeting** *TH Nov 21<sup>st</sup>, 6:00 social time, 6:30-9:00 meeting*

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- D. **The Welcome Package needs to be updated and distributed.** (Pat) *Pat's going to take a shot at revising and reorganizing this information.*
- E. **Change in Painting Cycle** (Dena) - *Board voted to change it from six to seven years. Add one year to the current painting cycle (WLD = 2022).*
  - a. Need to encourage homeowners to complete annual pressure wash and wood rot inspection *yes, will do*
  - b. Need to share paint formulae so other sources can be considered *Sherwin Williams, Hwy 17@220*
- F. **Pool Hours** (Dena) – Pool area hours are the same, but pool use modified to ½ hour after sunrise and before sunset due to lack of pool lighting. *OK*
- G. **Monthly Exterior Pest Control** (Pat) - *According to our by-laws, this service is included in each owner's annual fees. We should make it clear to homeowners and residents that they must call Massey and request (interior and/or exterior) service as needed. By-laws and HOA documents imply the service is automatically provided monthly – it should be revised to reflect this change in services.*
- H. **March newsletter topics** - 1) *No parking in the street; as public roads, we have no control, but we should encourage homeowners to use their garages, driveways and extra parking spaces vs. the street!* 2) *Spring yard & property cleanup, pressure washing – info about wood rot* 3) *periodic payments toward annual dues* 4) *date for the Board's annual walkabout? Homeowners will be notified of deficiencies and needed corrections.* 5) *date of Spring Fling* 6) *need to put a reminder once again in the newsletter for homeowners to call Massey directly and that they service on Wednesdays. New homeowners may not realize this.*
- I. **Follow-up items from Concurrence Committee** *These items will be addressed at a later date (most likely, during the walkabout).*
  - 1. Yard art – what is it, how much is ok, and where should it be placed?
  - 2. What flags should be used in our community?
  - 3. OK to use just dirt vs. any topping? Use rocks vs. mulch, bark, or leaves? What color/type of rocks?
  - 4. Need to identify a standard landscaping alternative to RR ties, which are no longer available.
  - 5. How do we make and communicate decisions about these standards?
  - 6. Can we publish information re: number plaque, porch light, and mailbox replacement and repair in the newsletter and on the web site? *Yes, Pat will follow-up*
  - 7. How can we get homeowners with rental properties to perform needed maintenance? *Board sends letters to homeowners, and takes punitive action as needed.*
- J. **Next Board Meeting scheduled** for: *April 27, 10:00 a.m. at the pool*
- K. **Meeting adjourned at:** *12:38*