

WOODCREEK TOWNHOMES ASSOCIATION
BOARD MEETING MINUTES
February 1st 2018

Call to order of February 1st 2018 closed meeting.

Call to order at 6:30 PM by Lee Jackson

Other Board Members present:

Barbara Johnson
Rex Miller
Marty Pulley
Monte Doan

Appointment of Officers for 2018:

Motion to Retain officers in current positions Vote: 2 Yay / 3 Nay (Motion failed)

President >> Monte Doan Vote: 3 Yay / 2 Nay

Vice-President >> Martin Pulley Vote: 3 Yay / 2 Nay

Secretary & Treasurer >> Rex Miller Vote: 5 Yay / Zero Nay

Appointment of Committee Chairs: (by President)

Architectural >> Rex

Clubhouse >> Martin

Grounds/Commons Areas >> Lee

Parking >> No appointment made yet

Swimming Pool >> Martin

Welcoming >> Rex

Neighborhood Watch >> Lee / Monte

TREASURER'S REPORT:

Review of Past Due Accounts: Effective 2/1/2018

- a. _____ 1926 Three Stars, \$278.00, Kara sending him his ledger 2/1/18**
- b. _____ 1821 Three Stars \$1357.50, lien warning 4/6/17, Filed lien 5/4/17, Small Claims Warning 6/1/17; Sent to Winton for small claims 8/3/17; Lee went to court, _____ did not show up, Default judgement awarded 1/4/18.**
- c. _____ 322 Timberwind Rd, \$308.00, Lien Warning Letter 02/01/18**
- d. _____ 1708 Tenbears Rd, \$158.00 Lien Warning Letter 11/2/17, month to review 12/7/17, paying down 1/4/18, paying down 2/1/18**
- e. _____ 1901 Windhill Ave, \$274.00, Barbara will talk to _____**
- f. _____ 1923 Three Stars Road, \$1345.00. lien warning 9/1/16, Filed lien 10/6/16, Sent to Winton for small claims 11/7/16. Find out from Winton what else can we do? 1/4/18, Winton is filing for small claims 2/1/18.**
- g. _____ 11 properties past due, total \$1722.00, lien warning letter 7/6/17, Lee will get this straightened out _____ and _____ 8/3/17. Made one months payment. Send another Lien Warning 9/7/17, wait another month 11/2/17; Sent printout showing account details per property 12/7/17, same balance. PTP in full so will wait one more month 1/4/18. Paid all properties to 30 day delinquency 2/1/17.**

- h. _____ 321 Sundance Lane, \$975.00 – lien warning 9/1/16, Filed lien 10/6/16, Sent to Winton for small claims 11/7/16, Demand Letter 6/1/17, no answer on demand letter; Small claims warning letter 12/7/17; Sent to Winton to proceed with small claims 1/4/18.**
- i. _____ 1903 Three Stars, \$400.00, Barbara will talk to _____**
- j. _____ 2103 Three Stars Rd, \$330.00 Lien Warning Letter 11/2/17, Lien Filed 12/7/17, Paid \$225 today – Promised to Pay remainder tomorrow 2/1/18.**
- k. _____ \$1248.00, 3 properties 4 mo. Past due, Lien warning letter 10/5/17; Filed Liens 11/2/17, no payment; Small claims warning letter 12/7/17, paid one month; Sent to Winton small claims 1/4/18**
- l. _____ 1709 Tenbears, \$968.00, Lien warning letter 10/5/17; Filed Lien 11/2/17; Small claims warning 12/7/17; Winton small claims 1/4/18**
- m. _____ 1905 Three Stars Road - \$1748.80. Lien filed 5/13/15. Small Claims Warning Letter to be Mailed 1/7/2016, Lien in place; -small claims warning letter sent 3/4/16, Sent to Winton small claims 6/2/16; ask Winton about garnish wages 12/7/17, looking into options; haven't heard from Winton yet 1/4/18. Winton is filing for small claims 2/1/18.**
- n. _____ 2117 Three Stars Road, \$3205.40, Lien filed-Sent to Winton for small claims 4/12/16, 6 month payment arrangement starting January 2017 (Winton email) approved 11/3/16 Meeting. No payments? Contact Winton 02/02/17, no contact with homeowner. Accelerated small claims case 3/2/17. 3/23/17 email requesting another payment arrangement – 2 months. Denied (5-0) 4/6/17, no activity 5/4/17, Paid \$500.00 6/1/17. No activity 8/3/17-11/2/17, looking into options- last reported Medical; waiting on options 1/4/18, Winton is filing for small claims 2/1/18.**

Note: Regarding f., m. & n. Winton is pursuing further action possible, 02/01/18

Motion to approve Past Due Accounts: Barbara Second: Rex (5 - 0).

Motion to adjourn Closed Meeting : Rex Second: Marty (5 - 0).

CALL TO ORDER OF February 1st 2018 OPEN MEETING

The meeting call to order at 7:00 PM by Lee Jackson

Review and approval of January 4th 2017 Board Meeting minutes.

Motion: Marty Second: Monte (5 - 0).

TREASURER`S REPORT:

Review of Financial Reports: Lee Jackson

Two charges that were supposed to be charged against another community for US Premium Financial. The first error, brought to the attention of NPS after the December meeting, was too late to intercept a second scheduled installment. To correct the error NPS scheduled a transfer debit for the total in December. The transfer should have been a "credit" transfer. This was corrected January 4th 2018. To summarize:

11/24/17 -3352.38, 12/8/17 -3192.74 = Total -6545.12

12/12/17 -6545.12, 1/4/18 +6545.12, 1/4/18 +6545.12 = Total +6545.12

Motion to approve Financial Reports: Barbara Second: Monte (5 - 0).

Matters for Woodcreek Board of Directors:

ARCHITECTURAL REPORT: 1705 Ten Bears has concreted front yard. Board to reviewed, asked City of Edmond about this issue >> city said “The Building Department doesn’t regulate flatwork on private property. If it is in the city right of way such as a drive approach or city sidewalk, it would require a permit and inspections.” Discussion: Will send letter asking to camouflage it in some way so is not so noticeable from the street, suggesting a couple ideas - cinder blocks, wood ties, rocks, artificial-turf, plants. Letter sent 1/30/2018

CLUBHOUSE REPORT: One rental in January, one in February as well.

GROUNDS/COMMON AREAS: Bridge at Pool needs attention & repair, also tree adjacent.

PARKING COMMITTEE:

Curb painting needs to be measured again for accuracy.

Bids submitted:

- 1) *Richard Carlson(resident): Sealcoat, stripe and Curbs \$4565.00, Curbs \$3118.00*
- 2) *D M Payne (independent) Paint stripes in parking lot, including handicap spots and fire lane curb.To be painted within 2 weeks after approval, as weather permits. \$3250.00*
- 3) *Moore Painting: \$9650.00 Curbs Only.*

Tabled 12/7/17 Pending more bids. Tabled for more info & bids 1/4/18, tabled again 2/1/18

POOL: *Summer 2018 contract up for review*

WELCOMING COMMITTEE:

NEIGHBORHOOD WATCH:

OLD BUSINESS: *State Farm insurance policy up for renewal. Can replace or keep. If keep, note that we can replace it and cancel at any time with refund for unused time period.*

NEW BUSINESS: *Announcement of Officers for 2018 HOA Year.*

HOMEOWNERS AND GUESTS PRESENT

Recognition of homeowners present - concerns. (Presentations limited two minutes per individual)

Don Wilton, Martha Brown, Patti Doan, Beverly Carter, Lynn Miller, Kay Davis, Joni Madison, Bohn Macrory, Donna Hensley, Beverly Maxwell.

Lights in clubhouse parking lot for night time would be good. When do the landscaper come thru, day of week? Needles from trees and drainage from Golf Course mentioned as problems.

ADJOURNMENT: *Motion: Rex Second: Monte (5 - 0)*