

Woodlea Manor Conservancy
Board of Trustees
Woodlea Manor Clubhouse
1430 Hague Drive
Meeting Minutes

Tuesday, October 26, 2010

BOARD MEMBERS PRESENT

Randy Buffenbarger
Jan Carnes
Bob Malloy
Anne Bollinger
Matt McGovern

BOARD MEMBERS NOT PRESENT

Sue Luzwick

MANAGEMENT ATTENDEES

Pam Ward TWC Association Management
Tammi Butler Recording Secretary, Minute-By-Minute

Bill Plunkett from Global Surveillance System, Inc. and Michael Fadden from Vector Security were present to explain the Mobotix surveillance system. Mr. Plunkett stated that he would recommend the M-12 camera. He further stated that the cost for this specific camera ranges from \$1,498.00-\$1,598.00 each.

EXECUTIVE SESSION

An Executive Session was convened at 6:45 p.m. to discuss delinquencies and violations for the basketball hoops.

MOTION: Mr. Buffenbarger moved to close Executive Session at 7:02p.m. The motion passed unanimously (5-0-0).

CALL TO ORDER

Mr. Buffenbarger verified that a quorum was present and called the general session meeting to order at 7:02p.m.

MEMBERS TIME

No members were present.

COMMITTEE REPORTS

ARB – Guidance Changes and Distribution to Owners: There were no updates to report.

Social Committee: Mr. Buffenbarger stated that the November fest is scheduled for November 7, 2010. He further stated that a blow up obstacle course was ordered in addition to hiring guards for monitoring the course.

Swim Team: There were no updates to report.

Community Watch & Security: Ms. Bollinger reported that Bob Valentino agreed to be the Chair for the committee. Ms. Bollinger reported that Officer Tidmore would be having a Community Watch meeting on November 9th at 7:00 p.m.

APPROVAL OF MINUTES

MOTION: Mr. Malloy moved to approve the meeting minutes from September 28, 2010 as amended. The motion passed unanimously (5-0-0).

REVIEW OF FINANCIAL REPORT

Mr. McGovern reported the following as of September 30, 2010:

Executive Summary – YTD P/L
YTD Favorable: \$21,824.43

Income: \$276,747.66

Expense: \$298,572.09
Administrative: \$44,253.20
Operating: \$103,181.12
Pool: \$83,286.77

Reserves:
Spent: \$111,410.40
Current Reserve Balance: \$367,989.24

Investments:
\$321,996.24 in Certificates of Deposit (FDIC insured)
\$102,830.54 in Money Market Accounts (FDIC insured)

MOTION: Mr. McGovern moved to approve the September 30, 2010 financial report. The motion passed unanimously (5-0-0).

2011 POOL MANAGEMENT CONTRACT- PREMIER AQUATICS

The Board reviewed the amended 2011 Swimming Pool Management Agreement.

MOTION: Mr. Buffenbarger moved to approve the Premier Aquatics contract for 2011- 2013. The motion passed unanimously (5-0-0).

MOTION: Mr. Buffenbarger moved to approve the contract from Premier Aquatics for the pool repairs in the amount of \$3,760.50. The motion passed unanimously (5-0-0).

POOL FURNITURE REPAIRS & PURCHASE OF NEW UMBRELLAS

Ms. Ward reported that Doug Hadsell from Hadsell Sun & Shade did an inventory of all the furniture and determined what needs to be repaired and/or replaced.

MOTION: Mr. Buffenbarger moved to approve the contract from Hadsell Sun & Shade for additional pool furniture in the amount of \$6,231.91. The motion passed unanimously (5-0-0).

POOL FURNITURE INVENTORY

Ms. Ward reported that the inventory was completed and all furniture is stored for the winter.

LANDSCAPING IMPROVEMENTS/TREE REMOVAL

Ms. Ward reviewed the proposal for planting around the pool area. This would include fertilizing, mulching and onetime watering. Ms. Ward also reviewed the proposal for installing edging around the bollards at the clubhouse and installing stone to help keep weed eaters and mowing equipment away from them for their longevity. The Board deferred the discussion on this.

MOTION: Ms. Carnes moved to approve the ValleyCrest proposal in the amount of \$1,665.00 to replace the dead plant material around the pool area. The motion passed unanimously (5-0-0).

CLUBHOUSE-CARPET REPLACEMENT & FLOOR REFINISHING

Ms. Ward reported that the carpet replacement and floor refinishing was done.

BOLLARD CHAIN INSTALLATION- STATUS

Ms. Ward provided an update regarding the bollard chain installation.

FRONT PORCH REPLACEMENT

Ms. Ward reviewed the proposal from Interim Services for the metal porch railing replacement. The stair railings are relatively new so that will not be replaced at this time. The work railing installation should be done soon although painting may have to be deferred until the weather is warmer.

HOME INSPECTIONS FOR VIOLATIONS

Home inspections for violations were discussed in Executive Session.

FRONT ENTRANCE- IRRIGATION SYSTEM REPAIRS & LIGHTING

Ms. Ward stated that the front irrigation system was repaired. Ms. Ward gave an update

on the median lighting. A contractor recommended changing the light bulbs to fluorescent lights. Mr. Buffenbarger requested that Ms. Ward consult with the contractor about a new design for the area using the same wiring.

ANNUAL MEETING PLANS

The Annual Meeting is scheduled for December 2, 2010. Mr. Buffenbarger stated that there will be four positions on the Board up for reelection.

CORRESPONDENCE

Mr. Buffenbarger requested that the holes next to the pool be filled with dirt again. Mr. Buffenbarger reported that the signs were replaced. Mr. Buffenbarger requested that Ms. Ward wait on ordering the lacrosse net until the end of the year.

OLD & NEW BUSINESS

Ms. Carnes reported that there was going to be a meeting held at the clubhouse to discuss the chimney issue. Ms. Carnes reported to the Board the information she received from the web master about the specific capabilities of the website.

NEXT MEETING

The next regular Board meeting is scheduled for January 24, 2011.

ADJOURNMENT

There being no further business to discuss, the Board agreed **BY CONSENSUS** to adjourn the meeting at 8:43p.m.