

**Woodlea Manor Conservancy  
Board of Trustees  
Special Meeting  
Minutes**

**Monday, August 2, 2010**

**BOARD MEMBERS PRESENT**

Ann Bollinger  
Randy Buffenbarger  
Jan Carnes  
Bob Malloy  
Matt McGovern

**BOARD MEMBERS NOT PRESENT**

Sue Luzwick

**MANAGEMENT ATTENDEES**

None

**HOMEOWNER ATTENDEES**

None

**CALL TO ORDER**

Mr. Buffenbarger verified that a quorum was present and called the meeting to order at 7:05 p.m.

**Review of Proposed Amendments to Section II.A.8 of the Architectural Guidelines, Roofing/Siding of Residence.**

The Board of Trustees reviewed the current and proposed amendment to the ARB guidelines:

**Current ARB Guideline:**

**ROOFING/SIDING OF RESIDENCE**

Two types of roofing exist on the main roof sections of Woodlea Manor homes: cedar shakes and metal. Only those two roofing materials are allowed. Any repairs consisting of less than 100 percent replacement must be performed with the existing roof type. For total replacement purposes, homeowners may elect between the two allowed roofing types and may change from cedar shakes to metal or from metal to cedar shakes. Metal roofs must be black or dark earth tones, or in the case of copper left natural. Small roof areas such as bay windows, porches, etc. may have metal roofing material even if the main residence has cedar shakes. All Woodlea Manor residences are sided with brick, stone, aluminum or vinyl siding. Homeowners may

change the color of their siding only with ARB approval. Homeowners may replace siding with siding of the same color without approval, and homeowners may elect to convert from aluminum to vinyl without ARB approval.

### **Proposed ARB Guideline:**

#### **ROOFING/SIDING OF RESIDENCE**

Three types of roofing material are approved for use on the main roof sections of Woodlea Manor homes: cedar shakes, metal, or synthetic shakes. Any repairs consisting of less than total replacement must be performed with the existing roof type. For total replacement, homeowners may select any of the three approved roofing types.

If a homeowner opts to replace a roof with an approved type different from what exists on the home, an application for the change **MUST** be submitted to the ARB for approval. For example, replacing an existing cedar shake roof with a standing seam metal roof still requires an ARB application and approval.

1. CEDAR SHAKES
2. METAL ROOFS: must be standing seam. Colors must be black, dark earth tones, or in the case of copper, left natural. Small roof areas such as bay windows, porches, etc. may have metal roofing material even if the main residence has cedar or synthetic shakes.
3. SYNTHETIC SHAKES: must be the original Enviroshake brand only. The height exposure is between 7 and 9 inches of reveal, and must be installed using a staggered installation. Installation requirements are available on the Woodlea website and should be shared with the roofer prior to installation. The Woodlea clubhouse roof has been replaced with original Enviroshake synthetic shakes installed by NV Roofing. Showing this installation style to your roofer will help to deliver the same style and appearance across the community.

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**MOTION: Mr. Buffenbarger moved to amend the Section II.A.8 of the architectural guidelines as proposed. The motion passed unanimously (5-0-0).**

#### **ADJOURNMENT**

There being no further business to discuss, the Board agreed **BY CONSENSUS** to adjourn the meeting at 7:40 p.m.