

Winslow Farm Community Association, Inc.

Board of Directors Meeting

Tuesday, October 11, 2022

Via Zoom

Board Members Present: Sandy Martin (President), Ted Boardman (Vice-President, Secretary), Anita Douglas (Treasurer), Joan Freeman, Joan Lewis, Michael Dalton and Sharon Dalton (Pegasus Property management)

Homeowners Present: Cathy Hammond (Moss Creek Village), Terry Halloran (Moss Creek), Mary Beth Price (Laurelwood), Jane Layer (Moss Creek Village), Frank Fitzgerald, Steven and Elizabeth Insinger (Moss Creek), Charlotte Taylor (Laurelwood), Sharon Wilson (New Bent Tree), Connie Hanson (Moss Creek), Sandra Lonsfoot-Bates (Moss Creek), Jackie Junkin (Laurelwood), Randy Gardner (Moss Creek Village), Allen (New Bent Tree), April Tatems (Sweetbriar), Lynn Marsh (Moss Creek), Branden Cavaness (Sweetbriar), Rod S. (Laurelwood), Clifton (Bayberry), Brian (New Bent Tree), Dee Wykoff, Marge (Moss Creek), Nancy Zakaly (New Bent Tree and Bayberry), Nancy Brummet Laurelwood)

I. Call to Order: 6:00 p.m.

II. Minutes - A motion was made to approve the August meeting minutes as corrected.
MOTION – Sandy Martin SECOND - Joan Lewis PASSED

III. External Requests for Alteration

- a. Easton and Holguin — See email attached to minutes
- b. Wiggins — See email attached to minutes
- c. Daniel Edgar on Bent Tree Drive — Dead tree removal request
MOTION — Sandy Martin SECOND — Anita Douglas. PASSED

IV. Financials – Michael reported Pegasus Properties reviewed the quarterly financial report.

- a. Fee payment status: \$4,100 owed as of today meeting date. There remain a few cases where attorney is going through the process of legal filings.
- b. Status of insurance bill? Michael will check to see.
- c. Status of insurance claim on wooden walkway? He is repeatedly following up on this to find out what else, if anything, is needed to close the claim.

- d. A motion to accept the quarterly financial report was made.
MOTION — Ted Boardman SECOND — Joan Lewis PASSED

V. Old Business

- a. Wooden Walkway Staining — Sharon has asked them to do it as soon as they can, now that the wood has cured.
- b. Next Meeting Date — Falls on election day. A motion to change the date to November 7 was made.
MOTION — Joan Freeman SECOND — Anita Douglas. PASSED
- c. Sandy suggested moving next neighborhood sharing sessions to Dec, Jan.
- d. Sandy is postponing communications liaison work.
- e. Newsletter: — Sandy said when we can get things detailed with annual meeting, we can send out newsletter
- f. Audit — \$3-5,000 depending on level, looking at one year We have one response. Sandy asked Anita to make a recommendation. Anita said as par of the budgeting process we can look at possibly including an audit. Anita can recommend a type of audit.

VI. New Business

- a. Annual Meeting Date and Location — Sandy clarified time of annual meeting. It will start at 6 pm check-in, 6:30 meeting start.
- i. Sharon gave a brief summary. Churches are out because of COVID. One that was willing was \$10,000 and another required catering. High school wouldn't take us because of COVID. So Switchyard is our only option.
- b. Homeowner's Complaint From An Attorney — Joan Lewis summarized legal complaints and responses from the board and legal counsel. Key points of complaint:
- i. Felt uncomfortable raising concerns in monthly meetings. They are upset because request to change times of meetings and record meetings were rejected, and felt meeting minutes did not always reflect "concerning details for board meetings."

1. Our response: We had open discussions about different options and made decisions about changing times and recording meetings that we felt were in the best interest of the association and the board. If anyone has concerns about accuracy of minutes, they are free to raise specific issues.
- ii. Quoted to us a portion of CCR about unbudgeted expenses over \$5,000 needing homeowner approval.
 1. Our response: We already knew this. We have been discussing plans for budgeting purposes. Homeowners have the opportunity to vote on an annual budget. The association has authority to hire and enter into contracts for budgeted expenses and does not need to have homeowner approval for every contract over \$5,000 when the expense was in the approved budget.
- iii. Pond remediation should not be included in the regular budget to be approved by the membership
 1. Our legal counsel disagrees with their lawyer's opinion. We welcome anyone to provide feedback and input to help us determine the best options for making good decisions. We are working really hard to maintain common property efficiently and responsibly.

VII. Homeowner Comments

- a. Jackie Junkin stated she and three other homeowners were not comfortable submitting their grievance during a meeting in a 3 minute opportunity and felt a written complaint would be the clearest way to present their complaint to everyone. The meeting minutes in question were the January meeting minutes before Ted became secretary. She requested sending a poll about a meeting time. Their attorney receive no response from the board to their first written complaint. Re-statements from their written complaint were repeated.
 - i. Response from Michael: Ten days were not enough notice for us to turn around a response, but a written response from our attorney was mailed first class to the attorney's office.

VIII. Adjournment — Motion Adjourn to executive session at 7:36 pm

Executive Session

A motion to release the first letter from WFCA legal counsel to the WFCA Board regarding the written homeowner's complaint.

MOTION — Ted Boardman SECOND — Sandy Martin. PASSED

A motion was made that our budget to present for a vote option A, \$320 fees for the life of the loan. Our budget presented to membership for a vote will be \$320 with a loan of approximately \$240,000.

MOTION — Sandy Martin SECOND — Ted Boardman PASSED

Begin forwarded message:

From: Sandy Martin

Subject: Approval of External Alteration Requests

Date: September 20, 2022 at 5:43:30 PM EDT

Michael/Sharon,

Please send approval letters concerning the two requests. An on-line/phone call vote was taken with all members responding. (It is not necessary to report the vote status.--I'm providing the information for everyone's benefit)

- Request to remove tree from Gary Wiggins (unanimous vote)
- Request to install fence from Easton and Holguin in Laurelwood (three votes for approval: Freeman, Douglas and Martin)
- Thanks

Sandy

Ted Boardman

Approved 11/7/2022
Secretary