

WOOD CREEK HOMEOWNERS' ASSOCIATION
Notes from the February 15, 2018 Board of Directors Meeting
Crofton Conference Room, 4 pm

Call to Order: President Tom Glisson

Attendance: Tom Glisson, Ginny Quinn, Kate Spencer, Will Ruby, Susan Salzman, Christine Sears, Property Manager

Guests: Ursula Miller, Emmett Miller, Jody Waite

Meeting convened at 4:00 pm

Open Forum:

- U. Miller opened the conversation about maintenance of courtyards. Some courtyards need remediation. Last year the HOA renovated two courtyards by replacing some shrubs and replacing gardens with grass. HOA has set aside \$20,000 per year to upgrade courtyards as can be afforded. A pilot of that process was run last year. The results will be reviewed by the Board before this process is used again. Drawings were done of courtyards in 2007 by Birchcrest, no action was taken by previous Boards, and it is unclear who has them now.
- U. Miller inquired about chimney inspections. They do need to be inspected, and C. Sears has arranged with Jonathan Kreider, a respected mason, to inspect and repair chimneys, starting March 2018.

Variance Committee: W. Ruby – no variance requests this month.

Secretary's Report: G Quinn - Minutes of January 2018 Board Meeting presented and approved as written.

Property Manager's Report: C. Sears –

- Jonathan Kreider has agreed to inspect chimneys at no charge. He would like to work on a schedule where he inspects 20 at a time, provided he be given repair work as well. He will give Crofton a report and the Board will choose which chimneys he is to repair.
- A schedule of upcoming events has been prepared and given to Ginny to be published in the February Newsletter.
- A detailed TOPS report has been run for both Roof Leaks and Ice. Found no recurring problem with individual units. Reports were delivered at Board meeting.

Treasurer's Report: K. Spencer –

- Insurance costs are going up; getting quotes on new insurance. Refuse cost is going up; landscaping will stay the same for 2018, siding and painting are under budget.
- Chimney repair – only a few chimneys to be repaired until June when the new budget year goes into effect

- Operating Budget and Revisions to Long Range Plan Timeline:
 - March – Christine and Connie put together first draft of 2019 operating budget and revisions to LR plan. Kate and others meet to go through with staff
 - April – First draft presented to board. Kate and others meet with staff to finalize
 - May – Final draft to board, with vote to accept
 - June – Budget presented at annual meeting

Nominating Committee: G. Quinn – list of homeowners interested in running for seats on the Board of Directors reported. Nominating Committee will meet in March to finalize slate.

Operations Report: T. Glisson –

- Homeowner Annual Calendar presented with C. Sears, as detailed in the Wood Creek February Newsletter, re: landscaping and exterior work to be done each month
- Tree removal – two trees are slated for replacement this spring. All stump grinding will be removed with ground graded and seeded
- Fire and Property Insurance Renewal – WC is up for insurance renewal this year, and our insurance broker is getting quotes from other carriers, as well as Cincinnati Insurance, our current carrier
- Call for a new Landscape Committee
- Tree pruning – to be done on homeowner request and Crofton best advice. Chris will send notes to homeowners to make them aware when their trees are to be pruned

Ad Hoc Committee Reports: T. Glisson –

- 490 Retaining Wall – Bob Kiefer, engineer, will inspect the wall and prepare report with costs and risk analysis to present to Board
- Shrub Maintenance - Committee has explored several options:
 - 1) No change to current plan with no additional charge
 - 2) Include all shrubs in HOA coverage, will necessitate a change to By Laws and Policies, further clouded by the fact that there is no historical record of who planted which shrubs, will result in higher monthly HOA fee
 - 3) Provide impacted homeowners with Fee for Season option

Discussion ensued. W. Ruby moved to table this discussion until March meeting for further board review. Seconded and approved. Motion passed.

The Board then moved to Executive Session.

Meeting adjourned at 5:10 pm.

Respectfully submitted,

Ginny Quinn

Next Board Meeting – Thursday, March 15, 2018, 4 pm at Crofton-Perdue offices.