

Woods Garden Club HOA
Board Meeting
Thursday, October 20, 2016

The meeting was called to order by Donna Dozier at 6:30 p.m. Other Board members present were Violet Bourns, Brett Morton, Marc Ritthaler, Ron Stutes, Ken Wheeler, Jr., and Vic Willman. Dawn Smith with East Texas Community Management was present. No visitors were present.

Property Management Report: Dawn reported that there are only 11 delinquent property owners on dues for 2016; there are five that are still delinquent from last year that the lawyer is working on. Dawn suggested that the 11 2016 delinquencies be sent a demand letter; all agreed this was a good idea.

Our bookkeeper, Jenny Clark, has moved out of her office on Calloway. She may be a bit more difficult to contact as she will be working from home.

The pool was closed as of Sunday, October 16. On Monday, the pool got its final in-season cleanup. The off-season once-per-week schedule will now start. Dawn will pay her nieces to help put away the pool furniture under the building overhang for some protection against the weather. The Board agreed that the furniture should be well-rinsed before storage. It was also pointed out that the furniture should be inspected as it is stored to see if minor repairs might be in order. Ken pointed out that the water heater should be unplugged to save some electricity during the off-season. Dawn noted that it was a good summer with many fewer problems than 2015.

Donna brought up that we had all benefitted from the service of the pool committee all summer. John Serio had suggested that we thank that committee. Donna suggested a gift card to a coffee shop might be a good thank-you. It was agreed to send them a \$20 Scooters gift card to express the Board's sincere gratitude for the hard work they put in which saved the Association money, time, and worry.

Donna pointed out that a letter needed to be sent to 3207 Cripple Creek to point out erosion that was being created at the curb due to a leaking irrigation system. Ken noted also that the stump of the tree that had been taken down across the street (3206 Cripple Creek) had not been removed and a note should be sent there, too.

Vic Willman asked about other violations. The boat on the lot on Big Oak had been moved. A storage building on Cripple Creek was still there. A discussion ensued on what was permitted and what should be allowed on storage buildings. Storage "buildings" are not permissible at all, even if not visible from the street. It was noted that if the storage structure was not visible from the street or from a neighbor's back yard, it would never come to our attention.

Donna pointed out that the dog kennel on Cripple Creek had not been moved.

Financial Report: Brett Morton, as Treasurer, made the financial report. We are on track, or slightly ahead, of the budget for the year. Ken had incurred landscaping expenses that were previously approved, which resulted in the line item for landscaping being higher than usual

He also had spoken with Jenny Clark about the budget process which is about to begin. It was agreed that a budget

meeting would take place, hopefully at our usual meeting location, on November 2 at 6:30.

It was pointed out that the reserve study showed what projects can be expected through the years and that our budget needs to take that into account.

Ken stated that when he sees something that needs addressing he tries to immediately call someone for a bid to get an idea of cost. He suggests that we all do that. Brett said he had begun compiling a list of projects that had been mentioned so the budget process can take them all into account. Ron suggested that Brett send that list to all of the Board, so we could all add things when they came to mind rather than try to remember at the monthly meeting.

New Business:

- A few matters came up with regard to the Southwood entrance. A disagreement between a neighbor and a builder constructing a residence near the entrance had been brought to our attention. Five of the seven board members, as well as Dawn, had looked at the area and it seemed to have been addressed since the disagreement occurred. It was also agreed that if a builder or anyone else is acting in a threatening manner, it should be brought to the attention of law enforcement.
- Also, UPS would like to place a storage pod on the open lot across from the Southwood sign. They would pay us \$300 per month for the two months it would be there. Ken pointed out that it had been done near Storey Lake and no residents seemed to have a problem with it. We need to ensure that they commit to keeping it up and nice-looking. Other locations were discussed, but none seemed really appropriate to the Board. Ken was

authorized to agree to the placement with these conditions.

Old Business:

- Our agent, Linda Rowe, quoted \$790 annually to add three entrance signs to our insurance policy. Ron moved that we add the coverage, seconded by Vic for discussion. However, there were questions about (1) the deductible; (2) which signs were covered; and (3) whether the rate would be lower with a reasonable deductible. The motion was withdrawn so that additional information could be obtained.
- Christmas Lighting Empire made a quote for doing the entrance lights the same as last year at the same cost. However, the quote stated that it was payable in advance unlike last year. Violet also pointed out that we have the Southwood entrance prepared this year unlike last year, and that Stonebrook was not decorated. We had budgeted based on payment after-the-fact like last year. Vic moved to accept the bid of \$5,953.75, with the stipulation that Dawn ask (1) whether we can pay like last year or at least have only a partial payment in advance; and (2) for a bid on adding Southwood and Stonebrook to be decorated. Violet seconded the motion, and it was approved unanimously. Dawn stated that if a different proposal is made it can be approved by a majority of the board by email. Ken noted that we should try to get other bids next year.
- Dawn stated that she had sought bids for replacing the street signs. It turned out that the one spare sign we had was already labeled (and not with a street name we needed to replace) so we would need 3 new signs. The signs need to be repaired by Holiday Sheet Metal.

- The cleanup on 3610 Long Leaf had not been done because working on improving the entrances was a priority. The situation on 3702 Winding Way was discussed, and it was noted that a pile of dirt (which has essentially become a hill) was not so much of a problem, but it was unacceptable that the “hill” was overgrown with tall grass and weeds. These need to be addressed immediately. Ken informed the board that he had spoken with someone looking at the lot, but he was not familiar with the builder and didn’t know if the inquiry was the result of serious interest or idle curiosity.
- Dawn finally got a response from the Ornelas Center regarding the availability on January 26, 2017 for the Annual meeting. We are tentatively on the schedule, but it seemed that we need an alumnus to sponsor the event to avoid a cost. Donna volunteered to sponsor as she is a UT-Tyler graduate. Dawn will inquire further.

Miscellaneous

- Ken brought up that he had done more investigation regarding the red tip photinias near the intersection of Rock Creek and Woods Blvd. While it turns out that it should only cost about \$1,065 to remove the shrubs and grind the stumps, that didn’t take into account replacing the visual barrier. A first bid put the cost at about \$3,450, which would still result in an ineffective barrier for about 2-4 years until the shrubs were 6-8’ tall. So Ken is leaning towards recommending that we try to trim the shrubs back so that they could return to health. No final decision was made.
- The cast stone on the Woods Boulevard entrance needs power washing, as does the wall at Eastwoods.

- Vic asked about getting a bid on the pool fence and the Rock Creek bridge that may need to be replaced. All agreed that a cost estimate should be gotten to help with budget preparation. Dawn said she would get that.
- Vic also reported a fire ant problem around the pool area. Ron suggested that Ortho was effective at treating specific mounds.

Adjournment: Ken moved that the meeting be adjourned and Violet seconded. The meeting was adjourned at 8:30 p.m.

Respectfully Submitted,



Ron Stutes
Secretary