

MEETING MINUTES FOR Woodtrace HOA General Membership Meeting

I. MEETING DETAILS

Meeting Facilitator: Brad Bardon, President

Secretary: Daniel Leyden

Date: [04/29/2023] Time: 1:00p.m

Location: Olive Branch Field

II. EXECUTIVE BOARD ATTENDEES.

Brad Bardon, President

Nikki Shippe, Vice President

Daniel Leyden, Secretary

Brandy Harper, Treasurer

Jennifer Griggs, At Large

III. EXECUTIVE BOARD ABSENCES.

None

IV. APPROVAL OF PREVIOUS MEETING MINUTES

- a. Previous meeting minutes are available on PrimeFinancial Website for review.
- b. Motion, 2nd, Pass for approval

V. EXECUTIVE OFFICER REPORTS

a. PRESIDENT

- i. Calling the county to assist and assess drainage easement cleanups
- ii. working with vacant property owners to maintain properties farther back from the road.
- iii. If members see anyone dumping debris in common areas and the median, please alert the Exec. Board, you will remain anonymous
- iv. Charles and Angela memorials are coming along, a bench is picked out for Charles, waiting on engravement details. Neighbor is building a Free Library to be placed in the neighborhood in Angela's memory.
- v. Earmarked monies in budget for sidewalk; please send pictures and address of sidewalk needing repair to the EB

b. Question from member:

- i. Drainage in backyard of 13 Lone Oak Ct needs to be evaluated

c. Vice President

- i. Planning clean up in the median again
- ii. Front white fence and signs were pressure washed
- iii. Looking for volunteers for clean up
- iv. EB will be attempting to address the industrial debris accumulation in the yard of neighbors.

d. Treasurer

- i. \$11,893.24 in Checking
- ii. \$7050.69 in Savings



- iii. See attached proposed budget for itemized breakdown
- iv. Liens are being placed on delinquent properties
- v. EB will be going back to hand delivering past due invoices
- vi. Online payment option is available through PrimeFinancial
- vii. No questions from membership concerning budget breakdown

e. Question from member:

- i. Status of yellow paint for curb around median at entrance to neighborhood
 - 1. Nikki will purchase paint and coordinate the painting

f. At Large

- i. Need Volunteers for committees
- ii. See Jenn if anyone is interested in helping

VI. NEW BUSINESS.

- a. Looking to acquire vacant property under tax lien on Sugar Maple.
 - i. Clear property for HOA events and meetings

VII. OTHER.

- a. Motion to adjourn.

Minutes submitted by: DFL

Print Name: Daniel F. Leyden

Approved by: _____ Print Name: _____

