

**Woodmere-Trentwood Property Owners Association
Minutes of Board of Directors Meeting
June 10th, 2020**

Directors Present: Scott Erickson, Karen Kennedy, Sara Napier, Bob Dykeman, Bernadette Russell, Casey Stewart, Rod Winther , Karen Scheidegger

Absent: Jamie Bowen

The meeting was called to order at 7:00 PM by President, Scott Erickson, VIA ZOOM due to COVID. Minutes of the May 2020 Board Meeting were approved by online prior to the meeting.

Treasurer's Report (Sara Napier)

WOODMERE TRENTWOOD PROPERTY OWNERS ASSOCIATION
FINANCIAL REPORT
May, 2020

BANK BALANCES

At the end of May, 2020, the POA accounts at First Bank had the following balances:

	<u>April Balance</u>	<u>Transactions</u>	<u>May Balance</u>
Checking Account	\$26,720.83		
Obligations paid		(3,491.20)	
Assessment		1,515.00	
Building Construction Fees		12,000.00	
			\$36,744.63
Money Market	\$164,787.34		
Interest		13.96	
			\$164,801.30
Road Reserve Fund (RRF)	\$98,461.34		
Interest		8.34	
			<u>\$98,469.68</u>
		POA Bank Total	\$300,015.61

Payments

Vendor invoices paid in the month totaled \$3,491.20 which includes \$2,100.00 for Bobby Branch, Spring Clean Up, \$428.00 for Fix It Plumbing for our backflow certifications, \$325.00 for Letts to remove a tree after storm, \$163.00 for Pool Permit, \$95.00 for Currans Landscaping for mowing entrance and pool and the balance to electric, water and telephone.

50/50

February 50/50 was \$60.00. Year to date the income from 50/50 is \$208.00.
(NO 50/50 in March, April or May)

Annual Due

Dues payments deposited this month were \$1,515.00. Year to date dues payments of \$182,562.00 have been deposited.

Budget

Income in the budget for the year is \$184,600.00 versus actual income of \$195,407.36. Total expenses year to date are \$48,573.17 leaving net income of \$146,834.19.

Reserves

The **Road Reserve Fund** (funded and held as a separate account) is for the maintenance and repair of our roads. The Road Reserve had \$55,872.75 as of December 31, 2018, adding in 2019 interest plus 2019 contribution of \$42,500.00 gives a balance of \$98,428.79 as of December 31, 2019.

ROAD RESERVE TOTAL IS: \$98,428.79.

The **General Reserve** was created from all past net income and can be used for any project. We can draw on the reserve for projects postponed from previous years, (held in our Money Market Acct).

The General Reserve was \$37,604.77 as of December 31, 2018. Adding the 2019 contribution to the General Reserve brings the total to \$54,752.63 as of December 31, 2019.

GENERAL RESERVE TOTAL IS: 54,752.63.

Sara Napier, Treasurer 2020

An email must be sent to all board members to approve the use of volunteers for work around the community in order to have insurance coverage should there be an accident. Scott prefers we contact our insurance agent to verify that this is actually necessary. Bob will call the agent.

Committee Reports:

Secretary's Report *(Bernadette Russell)*

Dog barking handled

Sara's report in word

Final reports for spring newswire

POA golf outing was successful so an additional plan will be set up for next

Roads and Grounds *(Rod Winther)*

PROJECTS COMPLETED SINCE MY LAST REPORT

1. Painting the new construction by the pool

The construction of the new storage areas was completed and recently painted. Again, thanks to Bob Dykeman for getting the paint, brushes and rollers organized.

The painting was completed and looks very professional – at no cost to the POA, except for the paint.

2. Moved the POA supplies into the new storage area

The Board members in charge of the pool area moved all of the supplies and miscellaneous materials into the newly completed storage area. Hopefully, it will help them to have the extra room, as everything looks great.

3. Moved the Holiday decorations out of the McEntee house

With the help of Mike Stewart and his beautiful truck, he and I were able to move the Holiday decorations into their new home....and out of Gary McEntee's basement, where they had been stored for much too long.

4. Cleaned out the debris blocking the Cashmere culvert

Following our last heavy rain, the creek flowing through the Cashmere culvert was blocked with a wide assortment of debris. Thanks to the efforts of Bob Dykeman, Mark Sebastian, and myself, we were able to get it unblocked and back to a normal flow. This is the second time that the three of us have had to perform this task in the past four months, and each time involved at least 2 hours of rigorous work down in the actual creek.

5. Landscaping of the front entrance

The landscaping and beautification of the front entrance is almost completed. Bob Dykeman and I purchased 30 bags of mulch at Lowes and with the able assistance of my wife Marilon, spread it out over the front entrance. All of the trees and bushes have been trimmed, and metal edging has been installed.

6. Meeting and conversation with the owner of house and property at 607 Cashmere Court

This will be a verbal discussion at our meeting.

Phone call from the owner of the home. They are pretty unhappy with the drainage on his property from the golf course and other areas. It has been determined that we have no liability.

FUTURE PROJECTS

1. Installation of a water hose connection

I am looking into the installation of a water hose connection at the front entrance, as currently there is not any way to hook up a hose to a water supply. Because of this, I am not able to power wash the front entrance sign which is extremely dirty.

2. Painting the lamp post

With the dodgy weather of the past couple of weeks, we have not had a chance to get the lamppost painted. We have the paint...just need the time to finish this project up.

3. Re-organizing the storage shed by the tennis courts

With the new storage shed being completed, this will allow us the chance to re-imagine the old storage shed by the tennis courts. I want to put in new shelves, organize the existing tubs and tools that are there, and make the whole unit more accessible. I would also like to run electricity into this shed, so that we can have some power there when needed.

4. Coming to a resolution of the drainage issues behind the property at 609 Cashmere Court

I have had several discussions with Marc and Bob Dykeman on this matter. It is of the utmost importance that this problem be resolved at the earliest possible time, so that all parties are pleased with the result. I feel that the homeowner is being very reasonable and is committed to working with the POA to find a suitable solution.

Scott asks Bob to create a committee with Warren Garbe and one other person.

RECOMMENDATIONS

1. There are many people that have really worked hard to help both the POA and myself on various projects over the past 5 months. But Bob Dykeman stands out as the point man on almost all of them. He works tirelessly for our community...and really deserves a huge thank you....both from me personally....and the Board as a whole. *Thank you, Bob!!!*
2. It would be entirely appropriate for the POA Board to approve a small gift certificate to Gary and Donna McEntee for their graciously allowing us to store our Christmas decorations in their basement. It would also be nice if an Email blast was to be sent to the community thanking them for their kindness. Rod make a motion to give the McEntee's a \$100 for the use of their home for storage. Motion was passed.
3. Special thanks to Mike Stewart, for his always being there to help when you need him....truck and all!
4. Thanks to my wife....for her willingness to help me out – especially on the front entrance.
5. And finally to the POA Board for their extremely patience and helpfulness. I'm sorry that my tenure was so short....but I do feel good about what we accomplished.

RECOMMENDATIONS

1. That a committee be appointed to finalize a plan of action regarding the drainage issues at 609 Cashmere Court. I would recommend that there be three - four people on this committee: Bob Dykeman, Warren Garbe, Jim Boone (hopefully my replacement) and perhaps one other member from the Board. Perhaps this same committee could meet with the Gaith Alkadi (General Manager of Carolina Trace) and Glenn Murry (Golf Course Superintendent) to resolve the issues regarding the properties at 606/607 Cashmere Court.
2. That there be an additional line item in the budget for hiring people to clean out the Cashmere Court culverts when needed. This would be similar to hiring people to plow our roads following a severe snowstorm. The cleaning out of these culverts is a time-consuming and strenuous job, involving putting on waders and actually getting down in the creek to haul out the wood and debris....some of which are the size of telephone poles that require the use of a chain saw to cut them up. Relying on volunteer labor over the long haul is not a good idea and could result in a potential injury to these people.

Many thanks to you all....and I wish you every possible success in the coming months and years!

Respectfully submitted...
Rod Winther

This was Rod's last meeting as an acting member of the Board as he is moving out of the area.

Scott authorized the use of monies to hire people to manage the drain cleaning as long as it stays within their budget.

It has been a wonderful experience working with Rod. He has done a tremendous amount of work and truly got things done that have been needed attention for some time.

Recreation (Karen S and Casey)

Old Business:

- Pool Opening Prep Work:
 - Pool Permit, Lee Co. Environment of Health (\$163)
 - CDC signage, NCDHHS *Interim Guidance for public Pools and Spas (5-22-2020)*
 - Charge for pool drainage (\$300), Main drain new covers (\$400)
 - Chlorine Filtration devise (\$300apx.)

New Business:

- Pool failed inspection June 2nd, But PASSED June 5th
- Pool Opened June 6th with 2-hr block time sign-ups available by social media (Facebook), same-day, and next-day in person sign-up at the pool.
- All pool duty weeks are accounted for and posted.
- Awaiting NCDHHS announcement for Covid-19 Phase 3...
 - Would like to hold appropriate socials events at pool
 - Pool community party
 - Pool movie night
 - Kentucky Derby in September

Replacement of pickle ball nets has been approved per Scott because it is in the budget.

Karen would like to have the courts pressure washed. It was suggested that volunteers handle the power washing.

Social Care and Welcome (Karen Kennedy)

May was the soft opening of socialization for our community. We had outdoor porch cocktail gatherings of 10 or less, and cul-de-sac cocktail/golf cart gatherings. We started work on the pool opening. Memorial Day we posted a wish for a Happy Memorial Day on the announcement sign with a flag and we gathered at the lake and listened to taps being played for all our veterans. We ended the month looking forward to more safe social gatherings outdoors, for now, at homes and at the pool in June.

Respectfully submitted

Karen Kennedy Social Chair

WELCOME REPORT FOR MAY 2020

We had 4 families move into Woodmere/Trentwood in May.

Gary and Lauren Taylor 608 Cashmere Ct. 302-333-4234

James and Dawn Harter 665 Chelsea Dr., 660-886-0794

Joe and Joyce Wirsing 682 Chelsea Dr., 336-339-3789

Thomas Arpant 733 Chelsea Dr. 508-353-2548

I have not received a report from Leslie Orlofsky as of this writing. If need be, I will contact these new residents personally.

C .A.R.E. May 2020 Report

June 2, 2019

I'm happy to report that there have been no Coronavirus cases reported in our POA this past month. In addition, no other medical or emergency situations have occurred either.

Respectfully submitted,

Jerri Hey

C.A.R.E. Chairman

MAY WELCOME COMMITTEE REPORT

The Gate Report for May listed two new residents, Thomas Arpante (733 Chelsea Drive) and James & Dawn Harter, who are renting 665 Chelsea Drive. We have left Welcome Letters for both families, with no response to either. We will try following up with a phone call and/or a personal card. It is hard to try to approach people in the midst of the Covid-19 situation different people have different comfort levels with social contact and social distancing. We are reluctant to leave an Information Folder without having heard from someone because of the costs of putting each packet of information together. We are considering once again revising the Welcome Letter to allow for a possible in-person meeting outside, on a porch or driveway. Suggestions from the Board are welcome.

The Report also included names that were listed on the April Report. Gary and Lauren Taylor (608 Cashmere Court), were listed in the April Report as moving in on 4/14 and on the May, Report as moving in on 5/12. Joe & Joyce Wirsing, who purchased the unimproved lot at 682 Chelsea, were listed in April as Resident Property Owners who "moved in" on 4/14 and again in May as moving in on 5/25. They were listed again on the same May Report as Joe & Joyce Wirsine as Non-Resident Property Owners who acquired the property on 5/28. This leads me to question the accuracy of the lists we receive from the Gate. It may be helpful for our CTA Rep to inquire at the next CTA meeting as to how the list is compiled and what sources are used in obtaining the contact information. If the only address we have for non-resident property owners is the Woodmere address, how are we to contact them or send them POA information?

I received an email from Miles Bender (750 Turnbury) requesting information about the pool opening. He said he had not received any email Blasts and he wanted to make sure we had received

his Information Sheet, which I had forwarded to the Secretary in an email on May 13. I forwarded the most recent Blasts to him. Please check the resident email list to make sure the Benders are included.

I have created two sheets regarding the Covid-19 pool rules and restrictions, which will be included in the folders as long as necessary. Copies are attached to this Report.

Respectfully submitted,

Leslie Orlovsky

Architectural (Jamie Bowen)

No Report

CTA Report (Bob Dykeman)

Documents sent and received to board members regarding some changes the CTA would like to make regarding their budget bylaws timeline. Motion to approve the bylaws change will happen next month. Bob is arranging two test patches of seal coat by Steve Sohinki's house that is free.

Old Business

599 Chelsea – regarding the un-approved driveway and subsequent issues with homeowner.
Ongoing.

New Business

Jim Boone is nominated to replace Rob Winther as the Roads and Ground Chair. All approved.
Jim is to replace Rob in July 2020.

Additional coverage to the POA Worker's Compensation Insurance Policy for volunteers has been negotiated as state below:

"Voluntary compensation for all board members and committee members working on behalf of the Association in their official capacity. Any volunteer working on behalf of the Association via an official motion of the board of directors. This applies to activities for which a specific license or training is not required."

Ten residents volunteered to begin cleaning the tennis courts. This was approved by the board and the work was completed on June 24th.

Motion to adjourn was made and seconded. Meeting was adjourned at 8:18 pm.

The next regular meeting will be on July 8th, 2020 at 7:00 pm.

Respectfully submitted

Bernadette Russell
Secretary, W-T POA Board of Directors