

WOODBROOKE RUN ANNUAL MEETING MINUTES

JANUARY 13, 2024

1. The meeting was called to order at 3:05 by President Jeanne Panka.
2. A quorum was not established as there was no vote to be taken. Four board members and twelve homeowners were present.
3. Introduction of new homeowners: Todd and Debbie Parker
4. Officer and Committee Reports:
 - A. President – Jeanne Panka
 1. A huge thank you to Bill Mashburn, John Wilson, and Tom Schneeberger for replacing our carriage light bulbs. Bill shared that sometimes they must return 2 or 3 times for each light and there are 76 lights in our HOA. We appreciate their time for this important task.
 2. Another huge thank you to Ron Bauer. Ron consistently walks with the irrigation tech from Westcoast to be sure repairs are being recorded accurately. He also oversaw the roof washing to make sure they were not missing any areas. We greatly appreciate the time Ron puts in to help our community.
 - B. Treasurer – Beth Teffner
 1. We had no increases from Westcoast, and our two-year contract is due to expire in July. We do not know if they will impose an increase at that time. We are grateful they did not impose a 1-2% increase the second year, which they would have been allowed to due per our contract.
 2. We were able to put \$12,000 in reserves again this year, for a total of \$67,630.
 3. We anticipate an increase in insurance, but will not know how much until March or April. We may research different carriers.
 4. We will need to meet with our attorney this spring due to MRTA, so that will also be an added expense this year. (See below for explanation.*)
 5. Overall, we are doing well and do not anticipate that dues will increase this year.
 - C. Investments – Roger Weber
 1. Roger realized that our reserves were not making any interest with our Bank of America savings account, so he volunteered to research alternatives. After exhausting options with Bank of America and Chase, he chose to look at Live Oak Bank which is in Wilmington, North Carolina. Since Roger invests money for several small businesses in Sarasota, and was formally a college professor as well, he has used this bank in the past. Live Oak Bank is FDIC insured, and is rated A+ in financial security.

2. Our initial investments included a Business Money Market, which makes 4% interest and is tied to our current Bank of America Savings account. He also set up a 6-month CD and a 12-month CD at 5%. The 6-month CD has since been converted to a 12-month CD at 5.4%.
 3. The total amount of interest we made for 2023 in just seven months was \$1,630.17. We are very grateful that Roger is lending his expertise to help us grow our reserves in anticipation of the next house painting project.
- D. Lawn Maintenance Liaison – Jim Sullivan and Hap Parkes
1. Jim was unable to attend the meeting, so Hap reported for him.
 2. We had some bumpy times with Westcoast in the beginning, but we now have a very responsive account manager named Scott Norris. We feel that our lawns have never looked better.
 3. Hap was responsible for negotiating the mulch price, ensuring that the quality would be better than last year. Overall, the project was well done.
 4. Fertilizer, weed control, and insect control is never-ending. WC usually keeps to their monthly schedule, and Hap and Jim make sure we do not pay for services we do not receive.
 5. Irrigation checks have been occurring monthly, with Ron Bauer's help. Each of our houses have approximately 25 sprayers, pop-ups, and rotors, along with 3 to 5 in ground valves and a timer. Some of these items are original, and replacements are being made per our HOA guidelines.
 6. Hap suggests that if any homeowner needs a new timer that they purchase one themselves on Amazon, and have it installed by a person like Elbert. WC will charge \$600 for this, while purchasing it ourselves and paying for installation may only cost \$300-350.
 7. Jim also wanted to pass along that during the warm summer months, we might ask the workers if they would like a bottle of water, say thank you with a smile, and even give them a few extra dollars if they do something special for us.
 8. Hap encourages everyone to use the portal system for anything that needs attention, or if you want a quote for any additional work. Log on to westcoastlawns.com and click on "sign in as a guest."
- E. Architectural Review – Bill Jacques
1. Bill reported that we had only a few requests this year. All were approved by him and sent to the Master HOA.
 2. Some of our homeowners are planning to paint their lanai cages.
- F. By-Law revisions – Paul Green
1. Since Paul was unable to attend the meeting, Jeanne reported for him.
 2. MRTA*, which stands for Marketable Record Title Act, is a state law which can affect HOAs. It basically states that By-Laws and CC&Rs can become "extinct" after 30 years. To prevent this from happening, we need to consult with our attorney, revise any parts of the By-Laws that are outdated, such as references to

the developer, and submit them to the state again. Our By-Laws are due to expire in April 2025, so we will be starting the process this spring.

3. Gail Ketcham will assist Paul when meeting with the attorney.

5. Old Business

A. The strip of sod along the preserve now has water and has been seeded. This land is the responsibility of the golf course. Since the seed is rye grass which will die off in the summer, Jeanne will contact Stuart at the club to find out what their plans are for this area moving forward.

B. The open-throat drains have been completed on our street.

C. Paul Green has found that light sensors for our carriage light can be installed directly under the bulb in the light socket. These can be purchased at Lowe's. At this time, it looks like everyone's sensors are working.

6. New Business – Bill Jacques will be stepping off the board, but will continue to be our ARC chairperson. Roger Weber will take Bill's place as a director at large.

7. Open Forum – Martine Gayon requested help regarding large delivery trucks which turn around at the Victoria Court intersection. They have hit her backflow and mail box when doing so. Jeanne will contact Chuck Allen with some possible solutions, asking for his help, and hopefully something will be done to resolve this issue.

8. Meeting was adjourned at 4:03 pm.

Respectfully submitted,

Jeanne Panka, President