

Woodbrooke Run Board Meeting Minutes

April 27, 2023

1. Call to order by President Jeanne Panka 11:00 AM
2. Attendees:

President Jeanne Panka, Vice President Paul Green, Secretary Norm Wollmann, Board of Directors Hap Parkes, Beth Teffner, Jim Sullivan and Homeowners Bill Jacques, John Wilson, Mary Ward, CJ Ward, and Ron Baurer.
3. Officer and Committee Reports
 - A. President (Jeanne Panka)
 1. Annual Meeting recap - All present agreed that both the venue and the refreshments met all expectations.
 2. New carriage light volunteers –
 - a. Ron Baurer volunteered for the mulch committee as well as Roof Washing and Irrigation. Additional volunteers are needed to support these activities.
 - b. John Wilson and Tom Schneeberger will handle carriage light bulb replacement with Bill Mashburn.
 3. Sharing vendor information – Establishing a list of recommended vendors was proposed. Creating a closed list limited to resident input or using an open vendor website was discussed. In either case recommendations would be limited to positive comments. The board decided to move forward with generating a recommended vendor list, which will be on our website.
 - B. Secretary (Norm Wollmann) - No comments
 - C. Treasure (Beth Teffner)
 1. All residents paid their quarterly dues on time this month.
 2. The budget is trending as predicted with \$65k in reserve.
 3. Reserves are currently sitting in a noninterest-bearing account. The proposal was made to investigate investing a portion of the reserves in a CD or similar account. All board members agreed to pursue this approach provided the term does not exceed 6 months and carries zero risk. Roger Weber will assist with helping us find the best account.
 - D. Lawn Liaison (Jim Sullivan)
 1. Our new Westcoast liaison (Scott) was recognized as a big improvement service wise. The new tech lead (Rogilio) is doing a superior job identifying and resolving issues.
 2. Inspection of irrigation sprinkler heads is limited to active heads. Capped heads are not checked. To request the un-capping of a sprinkler head, submit a work request on the Westcoast portal.

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3. The lawn committee will investigate if irrigation inspections include a check to ensure full lawn coverage.
4. All present agreed that our lawns are looking better than they have in years. Thanks go to the Lawn committee (Jim and Ron) for their extraordinary efforts.
5. Mulch was noted as being of low-quality last year with especially large pieces. This will be reviewed prior to the next cycle.
- E. MRTA / By-Laws and CC&Rs (Paul Green)
 1. Removing the Developer from the documents was the only substantial issue noted during review. Attorney review will be sought in early spring 2004.
- F. ARC updates
 1. No issues
4. Old Business
 - A. Open-Throat Drains – Two drains are finished. Two additional drains will be added at some time in the future.
 - B. Strip of sod – This has been confirmed as property of the golf course. They are addressing the issue. A lack of power for the irrigation timers is currently holding up progress.
 - C. Roof washing - The contractor (Cape Coral) will be contacted this summer to arrange service. Volunteers are needed to oversee their work, (many sections, including an entire home, were missed last year).
5. New Business – None
6. Open Forum
 - A. Yard waste – A reminder to all homeowners, yard waste is picked up by the county once per week (Wednesday). Please keep our community neat. Waste should not be placed out for pickup earlier than Monday or Tuesday evening.
7. Meeting was adjourned at 12:15

Respectively,
Norm Wollmann (Secretary)