

Woodwind Homeowner's Association
Minutes from Meeting
Wednesday, March 11, 2009

The Board met at N&H Property Management Offices. Present from the Woodwind board were Maggie Cronin, Dale Illsley, Adam Moore and Sue Power. Present from N&H was Taylor Davis.

Call to Order

Meeting called to order at 6:00 p.m.

Approval of Minutes

Minutes for February 11th, February 20th and February 25th approved.

Review of February Financials

Item: Foreclosures

N&H reported that of 4 units in foreclosure at last meeting, three units have paid in full, including legal and late fees, and fourth unit made a substantial payment. Regarding a fifth unit, the board agreed to proceed with foreclosure action by the association after providing 10 day written notice to the owner.

Item: Financial Reports

Board reviewed and approved Balance Reports, Receivable Reports, Deposit Registers, Expense Distributions and Budget Comparison Cash Flow Statement.

Item: Transfer of Funds to Reserve Account

Board approves transfer of \$15,000 from Operating Account to Reserve Account.

Old Business

Item: Signs for Dumpsters

N&H presented estimate and information for dumpster signs. Board approved purchase of 5 vinyl signs with the following wording: "If item does not fit inside dumpster container, return it to your home, and call property manager to arrange individualized pick-up. Do not leave oversize items in Dumpster area. Call 864-467-1600."

Item: Awning at 701 Lamboil Street

Board approved homeowner's request for cream-colored awning at back of residence.

Item: Spencer Pest Control

Spencer Pest Control is in last stages of assessing community buildings. Spencer will supply N&H with information about pre-existing conditions that would not be covered in 5 year bond. N&H to speak with Spencer within a week to determine when assessment is complete and what conditions are pre-existing. N&H will send of list of such conditions to homeowners. If repairs are needed, they will be done so that each building can be included in the bond.

The bail stations are complete.

Item: Patio at 724

Concrete patio at 724 is complete.

Item: Community Directory

N&H presented several samples of community directories for board to consider. Board agreed on one-color directory, which will include map of community, general rules, board listings and names and phone numbers by street names.

Item: Grill for Pool Area

Board approved purchase and installation of grill at pool area. Approximate cost \$150.

New Business

Item: Pool Fence

N&H advises board to replace entire pool fence (225 feet).

N&H agrees to provide board with quotes for

- 1) Repairing present fence damage
- 2) Entire new chain link fence
- 3) Entire new aluminum fence(with appearance of wrought iron)

Item: Bereavement Policy

Board agreed that following the death of a Woodwind resident the association will send a card and an offer to donate \$25 to a charity of the family's choice. Board further agrees that following the death of a resident's family member, a card of condolences will be sent to the resident.

Item: Community Improvement Day

Board discussed a "cook-fest" and "community improvement" day, where pool and gazebo were painted and Woodwind volunteers shared a cook-out at the pool. Board agreed to discuss further and set a date prior to pool opening.

Item: Copies of Miller-Dodson Report for Residents

N&H reported that a copy of the Miller-Dodson Reserve Study will be available to residents either by hard copy or by e-mail, once the report is finalized. The study is undergoing revision at the present time.

Old Business

Item: Miller-Dodson Reserve Study

N&H clarified and advised the board on various aspects of the reserve study, and informed board regarding how other communities addressed some similar issues. Among the issues was the funding for needed replacements (such as siding, asphalt, curbs etc.) and how this funding would be obtained. As the Miller-Dodson study is lengthy and complex, board agreed to draft a summary of the report and financial data for presentation at May, '09 homeowners' meeting.

Board agreed to tentative date of May 12, 2009 for the Homeowner's Meeting at which the report will be presented to Woodwind homeowner's. Board further agreed that 30 days prior to meeting, homeowner's will receive – by mail – a notification of the meeting, a proxy, and a summary of the Miller-Dodson study. Included in the mailing will also be a short explanation of the siding committee's report.

New Business

Item: Proposal of DP3 Architect Study

N&H presented a proposal to engage the services of DP3 Architects to implement a siding replacement plan for Woodwind Townhomes, and also to serve as project manager once implementation of plan underway. The board approved engagement of DP3 to furnish building investigation and detailed specifications for scope of work. N&H will have this study by the end of March. Cost of plan included?

Item: Additional Board Meetings

Board agrees to meet weekly to study Miller-Dodson Report, to consider financial requirements of study, and to prepare information for May Homeowners Meeting.

Item: Adjournment

Meeting adjourned at 9:00 p.m.