

1st QTR 2021 DEERWOOD BOARD AGENDA/Minutes

Jan 22, 2021 4PM

Attendees: Terry Morton, President

Seana Corbeil, Vice President

Richard Alfonso, Treasurer

Maria Trujillo, Secretary

Shailim Rodriguez, At large

Welcome new HOA Board members Richard and Seana

1. FINANCIAL REVIEW- All items will be posted on the website Rick/Terry

a. Financials thru Dec 31, 2020 and to date- Reviewed, satisfactory. Rick to follow up with accountant.

i. Financial Reports Review

1. Income VS Budget- “Year to Date Income Statement” Analyzed- First column (2020) Reflects total revenue of \$128,658.50, gross profit for 2020. Bottom half of the sheet is a list of actual expenses for each line item. On the next column is the budget amount agreed for each item.

2. Balance Sheet -Analyzed

3. Budget Challenges for 2021? None identified.

ii. Recommended Changes to Budget for 2021? Rick suggested changing our accounting from a quarterly financials report to monthly financials report. What would it cost to go monthly reports versus Quarterly reports? Monthly reports will give us current information every month diminishing human errors. Discussion on present reporting supported the quarterly Board meetings. Terry asked Rick to speak with the accountant as he should be able to obtain the reports as often as needed for his review.

iii. Beginning of year 2021 checking acct balance: \$25,484.12

iv. Checking Acct balance to date: \$22,731.18

2. Account Receivable Action List Review

Maria/Rick

- a. Overview- Collection for HOA dues for the 2020 year cycle was very successful. There are three delinquent 2020 accounts. One 2020 partial payment. One who is consistently paying on a monthly basis. One owes late fees and lastly, one short in 2020 payment.
 - i. Review Aged Receivables Status Table- Reviewed.
 - ii. Actions taken- Phone calls, late notices and pre-lien notices sent.
 - iii. Actions pending the perpetual delinquent accounts (2) are in the process of HOA filing for a possible foreclosure.

New Actions Required?- Continue to pursue payment. Rick to take over the collection process and look into the different options that we may have to submit association fees paid via credit card etc. Rick will make calls to delinquent payees to attempt to recover past dues.

3. Projects List Review

Seana/Jesse

- a. Review/Discussion of 2021 Projects planned/costs- Seana is encouraging all HOA officers to present to the Board any problems they see on the roads that are not identified or included on the projects list. Seana and Jesse(maintenance committee),will identify all the roads/ maintenance needs and present it to the Board to address at a later time as funds become available. The items on the Projects List have been prioritized according to need.
 - i. Items to consider adding
 - 1. Road signs replacement? Seana called Alleghany county to find out what the procedure is to have the road signs changed. Basically the county pays for the signs and they pay the fire department to put them up. The county replaced a lot of the signs in August 2020. They need a list of the signs that are still in need to be replaced. Seana and Jesse will submit to the county a list as soon as it is ready.
 - 2. Trash Pickup changes? We have more people living on a permanent basis in DWP and it is impacting the amount of trash placed in our trash dumps. Two pick-ups will double what we are paying at this time. After closely monitoring the trash dumps when the holiday traffic was gone, Jesse feels that the amount of trash generated by the permanent residents does not require a second pick-up. His recommendation, based on his observations is to continue to ask for extra pick-ups on holidays or busy times, which will cost approximately \$150 per pick-up. This will be more cost effective. It

was decided to continue trash pick-up as is and add extra pick-ups on holidays as needed.

3. Community Bldg water damage status? We had an unexpected community building damage. The storage area which has an outside access in the lower level was damage by a water leak on the roof and the ceiling came down. We will need to clean up the mess before assessing the damage. We will be calling the insurance to find out if it will cover the water damage.
4. New neighborhood improvement projects discussion/priority

Luis constructed 5 bird houses he wants to donate to the community. One for each DWP division. Money was set aside a while back to buy bird houses. The money will be used to pay for the installation. One of the Board members volunteered to donate money towards the installation. We agreed we will get someone to install them.

5. Reprioritize Pri 3's
6. Other items?

b. Revise Project List/Approve

4. AC Committee Items

Seana/Wayne

Wayne did not attend the meeting.

- a. HOA member reviews status
 - i. Open Approval Requests? No approval requests have been submitted at this time.
- b. Other neighborhood renovation items requested or not requested by HOA members
 - i. Exterior Colors issues

Homes that were constructed prior to the Developer turning the community over to the HOA are considered "grandfathered" in. Therefore choice of cabin colors prior to the HOA was approved by the developer. Once HOA took over new restrictions were established. To maintain the harmony and aesthetic beauty of the community all cabin colors, including siding, trim, roof, rails, decks are to be consistent with the natural environment. Because not everyone is able to interpret what "natural environment colors" are, the AC must approve choice of colors.

Other items not approved/actions?

Rick placed a motion that we speak to our attorney to get an estimate to what is going to cost legally to pursue our legal rights against owners who are not in compliance. In addition, find out

how long a temporary certificate of occupancy lasts and when does it expire. Motion was seconded and passed. Four approved. One abstained.

- c. AC/Board New Construction/Renovations Approval Form—changes/Approval?
In an effort to expand and clarify the AC Construction/Renovations Approval Form, Seana and Cookie will be extracting from the original form expanding and creating a more specific form. Once completed they will submit the changes to the Board for approval.

5. President Items

Terry

- a. Restrictions/Bylaws
 - i. Bylaws ART VIII.2.f ??
 - ii. Bylaws ART VIII.2.g discussion
 - iii. Bylaws ART IX.7.a and d interpretations for co-sign and duties
Our bylaws require that checks written have to be signed and co-signed by the President and the treasurer. This has not been done for years due to the Board members living in separate locations.
Rick informed the Board there are companies that serve associations that have this same situation that can resolve the issue by means of electronic signatures. He will find out what the cost will be. In the meantime, approvals will be done electronically via emails to satisfy bylaws.
- b. Legal items?
 - i. Pending
 - 1. Lot 9 Enclave
There is a judgment on this lot. No one is allowed to do anything on that lot, including the HOA.
DW lot 15/16 pond.
The previous owners of this pond took the pond ownership from the HOA unethically years ago. They recently sold the property.
New owners now own the pond.
 - a. Received some back taxes from Alleghany Co.
Alleghany county tax department returned partial payment for the past taxes we paid for this pond.
 - b. No other actions available.

We need to establish all privately owned ponds in the community maintain their ponds to HOA standards. Seana will provide recommendations to the Board.

c. Vote to drop.

We will not pursue ownership of this pond any longer.

ii. New?

c. Web site updates needed?? Seana is working on updating the website.

d. Other items from floor? None

e. Next Meeting- April before May billing

6. Communications

Maria

a. Next communications items

i. Continuous breaking of gate arms

ii. New Construction/Renovation AC/Board Checklist

iii. Trash pickup adjustments

iv. Renter Rules

v. Website usage

vi. Next HOA meeting date: 10/16 or 23

vii. Road maintenance plans for this year

viii. Damage to Community Bldg

ix. Old Barn road and Comm bldge closed till April 1?

x. New Owners?

xi. Others?

7. Adjourn

All

Motion to adjourn. Seconded. All in favor. Meeting adjourned at 6:50 p.m.