

APPROVED
WOODLAND VILLAGE ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
January 28, 2009
6:30 P.M.

BOARD MEMBERS PRESENT: Fred England, President
Bill Vanderslice, Vice President
Pam Foreman, Secretary
Bob Lissner, Treasurer
Daniel Jurkovics, Director

OTHERS PRESENT: Susan Toy, Provisional Manager
Tom Bucksbaum, Maintenance Supervisor
Susan Keenan, AMI
Bruce Sweet, AMI
Gavin Silberschlag, AMI
Kelvin Voeller, AMI
Lauren Sankovich, Muckel Anderson CPA's
Homeowners per Attached Sign in Sheet

CALL MEETING TO ORDER

F. England, president called the Woodland Village Association Board of Directors meeting to order at 6:30 p.m.

ESTABLISHMENT OF QUORUM

A quorum was established with all five Board Members for the Woodland Village Association present.

HOMEOWNERS COMMENTS

Brett Bartley, Large vehicle violations, on call 24/7 and must leave out on RV side
F. England, executive board must review & pt a variance-call S. Toy to set this up
Several other HO complained about the same issue-call S. Toy to set variance paperwork
Lisa Mazza, September received RV letter, it was gone the very next morning but staff assumed it was there all weekend

APPROVAL OF PREVIOUS MINUTES

B. Lissner motion to approve October 22, 2008 with the following changes: meeting started @ 6:30 p.m. vs. 8:15 p.m. minutes
D. Jurkovics seconded Motion carried unanimously

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FINANCIAL REPORT

- B. Lissner gave report, \$938,000 assets
 - Operating breaking even
 - Fencing, stain-big chunk
 - Good shape
- B. Vanderslice question on Mule Deer fund-still keep?
 - HO must vote by 2/3 to change by laws to remove
 - Bring donation request to put signs by Neighborhood Watch
- D. Jurkovics motion to accept report as given
- F. England seconded motion carried unanimously

OLD BUSINESS

None

NEW BUSINESS

- Review & acceptance of 2007 Audited Finance Statements
- D. Jurkovics question audit adjustments in general ledger, no relation w/auditor & client
 - Write a letter to client to advise if this looks okay
- B. Lissner cost audit 2007 \$10,000-\$12,000
 - Also question regarding fraud-must report if they find it but don't look for it
 - Any Association doing full forensic audit?
 - Out of 15 they only have 1
 - Cash receipts \$5,000 audit –maybe this amount
 - HO can call fraud # - yes
 - Auditor to send form letter to association office
- Lauren Sankovich reported the following:
 - Comfortable with controls but need to be in writing for all HO knows how
 - Everything is done – board should review these quarterly and update as needed
 - With minutes stating this
- B. Vanderslice motion to accept report
- D. Jurkovics seconded motion carried unanimously

- Review & acceptance of the Engagement from Muckel Anderson CPA's for the 2008 Financials
- B. Lissner motion to approve report must be completed by 5/31/09
- B. Vanderslice seconded motion carried unanimously

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Change of collection Policy to reduce number of notices sent to members
Reduce notices by 30 days

P. Foreman motion to approve this new policy

D. Jurkovic seconded motion carried unanimously

Review & Adoption of Fine Schedule

B. Vanderslice motion to accept with changes from 2008 to 2009

P. Foreman seconded motion carried unanimously

Review & increase of homeowner credit for Association Black Street Light
Move to next meeting with correct calculation sheet

Discussion & vote on possible move of management of WVA Maintenance to Associated
Management Inc. (AMI)

Bruce Sweet @ AMI, VP Maintenance, review report given to board

B. Lissner question- provide our own equipment

4-5 days mow grass currently

New equipment you only need 2 days?

F. England possible moving our staff under AMI for supervision?

Bid for mow, trim & edge only?

F. England suggest meeting next month to talk about full accounting & maintenance to
AMI, Maintenance contract & accounting contract

F. England & P. Foreman to meet about this

Move to special meeting next month

CHAIR AND/OR BOARD COMMENTS

None

COMMUNITY MANAGERS REPORT

Switch collections to Hampton & Hampton 12/9 & within 4 days notices sent

Received \$1000 so far

Have log on-send to board members to review online

MAINTENANCE REPORT

Already started weed control 2 weeks ago, rock areas & pre-emergent

Signs will be made not to walk on & then need rain

Pruning done for winter

Hiring staff-full time March & one more in May/layoff in November

F. England asked Tom to give details of hiring in writing

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Ed @ Village Grill spoke to Tom about cameras-association to pay? No per Fred
Camera in Park hook to his recorder, must submit written request to Susan
D. Jurkovics question regarding graffiti, paint over them per Tom
Tagging more than normal
D. Jurkovics question-landscape tarp showing, per Tom need to lay more rock
Broken lights Forest Park-last week has been none
Lights purchase-March will be last time to buy discontinued? S. Toy to call Peter direct
& verify new light/don't purchase till notified
B. Lissner-okay with 2 employee's winter? Tom answered yes
Pre-emergent liquid? Yes
If no rain than need to get water truck & put down water
D. Jurkovics question public area/ramps-must be knocked down per attorney

COMMITTEE REPORTS

Design Committee
No report given

Good Neighbor Committee
No report given

ADJOURNMENT

There being no further business the Board of Directors Meeting was adjourned
@ 8:00 p.m.

Pam Foreman, Secretary
Woodland Village Association