

Woodlands Homeowners Association (WHOA) Board of Directors

September 9, 2024

Subject: Record of Meeting–WHOA Board of Directors Meeting of September 9, 2024

Karen Collier, WHOA President, led this meeting of the Woodlands Board of Directors (BoD). Held at the Houston County Public Library, 1201 Washington Street, Perry, GA, participants numbered seven (see below):

Karen Collier – President	Carl Scarisbrick-Vice President
Michelle Ponsell – Treasurer	Dave Ponsell – Secretary
Mike Mahak – Election Committee Chair	Jeff Rollo - ACC
Pat “Bo” Bowen – ACC	Drew Wharton – Legal Advisor

The meeting was motioned to call to order by Michelle; Carl seconded. Called to order at 6:00pm.

President’s Comments.

-Karen stated that she would be reaching out to Keith Newton, the developer, to discuss the ACC. She reserved further comments for the Board after the Election Committee report.

Meeting Minutes. Michelle moved the Minutes from last month be accepted as amended. Karen seconded. All approved.

Vice President’s Comments. No Comments

Treasurer’s Report. Michelle submitted. Carl motioned to approve the reports and Dave seconded the motion. All Approved.

Board Committee Liaison Comments.

-Carl reported for Judy that we had received multiple estimates for the playground “mulch”. Unique Landscaping quoted \$18,000 for both playgrounds. All other bids were substantially higher. Michelle motioned to accept the Unique quote and Carl seconded the motion. All approved with stipulation that itemized scope of work documentation would be provided. Work is scheduled to be completed in first week of October.

-Dave volunteered to be project lead for the irrigation and power restoration for the Hwy 127 entranceway. Michelle motioned; seconded by Carl. All approved. Scope of work quotes for the project will be requested and presented to the board.

-There was a complaint about a yard sign. The ACC sent a letter to the homeowner.

-Election Committee.

-2025 BoD Election. Mike Mayhak reported that Newsletter and mail notifications for the request for nominees will be sent by October 1, 2024.

-Dave volunteered to write a “newsletter” to include the election documents that Mike would have mailed out. Dave moved to use DOCUPOST for mailings. They would

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copy documents, stuff envelopes, and mail letters to the addresses that Michelle would provide. Michelle seconded. All approved

- Signs will be posted and an email blast would accompany on October 2, 2024.

- Website would have notification posted.

- Informal Meet and Greet for BOD Nominees to be held on November 17, 2024 at 3:30 pm at the Park on Woodlands Blvd.

-TIMELINE:

- Oct 23: Last day for nominations submission (mailed/emailed/drop-off)

- Oct 24: Nominees contacted for acceptance/refusal

- Oct 30: Nominees submit biograph to committee

- Nov 6: Biographies uploaded to website and Physical Ballots mailed.

- Nov 17: Meet and Greet in Park at 3:30pm.

- Nov 26: All ballots must be in possession of committee

- Dec 2: Annual Meeting and Board installation

- Mike Mayhak and Drew Wharton (Legal Consultant) will tally votes.

Next BoD Meeting. The next meeting of the BoD scheduled for 6:00pm, October 7, 2024 at the Perry Library.

Additional Comments:

- It was discussed that the trees on Woodland Blvd were overhanging the street. Dave will call the City of Perry to report and have them trim the "Right of Way". Once that work is completed, three quotes would be obtained to trim those trees not in the right-of-way.

- Veteran's High School Cafeteria will be the location of the Annual Meeting on December 2, 2024. Rental of space is \$500.00. Karen will call Veteran's High School to book the cafeteria for the meeting.

- Drew Wharton will draft a Purchasing Policy to guide the Board for future purchases.

Motion to adjourn made by Michelle; seconded by Dave. The meeting adjourned at 7:47pm.