

# Woodland Greens Homes Association

P.O. Box 592 ~ Springboro, OH 45066 ~ [www.woodlandgreens.com](http://www.woodlandgreens.com)

## BOARD OF DIRECTORS MEETING, 010516

### MINUTES

**Call to order at 7:00 pm.**

**Attendance:** John Parks, Board President/Director; Paul VanMaldeghem, Secretary/Director; Tom Kelly, Treasurer/Director; Sue Starner, Admin.

**Secretarial Contractor:** Sue requested an increase in her fee. The last increase was 1/1/2010. The directors will consider and let her know.

**Account Balance:** As of 12/31/2015, the checking account balance is \$35,804.40. Expected spending in 2016 in addition to usual expenses will include rehabbing of the neighborhood entrance signs (John is getting bids), significant landscaping replacements/improvements, social events for community building.

**Banking:** John and Tom will handle getting Tom added as a signer on the checking account.

**Revised Welcome Letter:** John will email to Sue.

**Website Maintenance:** Sue suggests adding a tab titled "Woodland Greens documents". Included in this area would be Articles of Incorporation, Covenants & Restrictions, Bylaws, and Architectural Standards. Under the existing "Forms" section of the website would be the Improvement Application, and Concern/Complaint form. Directors agreed, Sue will contact our website administrator.

**Violations:** Letters have been sent on 1/4/16 for the following violations: 1 Junk etc. on property; 1 RV; 1 Van in yard; 5 Trailers; 1 Debris in driveway; 1 debris between cars and car repair being done in driveway (9 cars, 1 truck in driveway). John will review our documents and check with the township, regarding unregistered/uninsured vehicles. There are two properties that need to address landscaping concerns – they will be reviewed in the spring and contacted if necessary. A property requiring fence repair will be sent a letter shortly.

**2016 Dues:** Agreement from the directors that the dues will stay at \$125 for 2016. Landscaping and sign rehabbing will be done this year. Sue will prepare and send the invoices.

**Improvements:** Two approved applications were signed and Sue will send them to the homeowners for their records. A homeowner on Woodland Greens Boulevard has asked about parameters for installing a shed or garage. Sue will refer him to the documents and instruct him to submit an Improvement Application.

**Annual Meeting:** Sue will contact the township and request to reserve the large meeting room for Monday, March 21<sup>st</sup> or Tuesday, March 22<sup>nd</sup>.

**Budget Review:** 2016 budget was discussed/set. Sue will update and re-send to directors.

**Further Business:** Tom requested and Sue will send him a scan of the December bank statement.

**Adjournment:** 8:15 pm

Approved: \_\_\_\_\_  
John Parks, Board President/Director Date

Approved: \_\_\_\_\_  
Paul VanMaldeghem, Board VP and Secretary/Director Date

Approved: \_\_\_\_\_  
Tom Kelly, Board Treasurer/Director Date