

MINUTES
WEHOA BOARD OF DIRECTORS MEETING
September 29, 2021

Attendance: Directors Present: Hugh Smith, President
Andrew Sandusky, Vice President
Janet Green, Treasurer
Margie Warner, Secretary
Wayne Heintze, Member-at-Large

Ponderosa Community Property Management (PCPM) Manager,
Heather Brooks via Zoom

Call to Order: The meeting was called to order at 2:04 p.m. by President Hugh Smith.

Financial Report: Janet Green, Treasurer, provided a status report concerning the WEHOA financials in anticipation of the preparation of the 2022 WEHOA budget.

Heather Brooks confirmed that she reviews all WEHOA financials before they are forwarded to accounting for posting. Janet advised that additional information is required from PCPM and the accounting firm before the proposed budget can be completed and presented to the homeowners. A meeting with Heather and any other necessary persons will take place shortly.

Heather confirmed that PCPM will have the WEHOA savings account funds inadvertently moved into the Reserve Account by PCPM returned to the WEHOA savings account.

Management Report: Heather Brooks provided a PCPM Action Item List report. A copy of that Action Item List is attached to these minutes.

WEHOA Board of Directors Report: President Hugh Smith provided the report concerning the current status of the various projects that are taking place within the WEHOA community as well as those itemized within the report following the July 12, 2021 town hall meeting.

Of specific note is the front entrance lighting replacement project; the front gate metal, stone and cobblestone refurbishment and the sealing of the roadway cracks within the approximate two and a half miles of roadway in community to take place on October 18 and 19, 2021. The first two project start and completion dates will be dependent upon

contractor acquisition of required components and potential impact of any adverse weather conditions.

The Board asked Heather to send out a notice to the WE community advising of the necessary action that must be taken by the residents and guests on October 18th and 19th during the sealing process.

The damage to the Perry Street gate access panel is being handled by Board member Wayne Heintze. He is in contact with the involved vehicle owner and her insurance company.

The Board is in the process of identifying the vendor who will best serve the WE community in snow removal and chemical application for the coming winter season.

The Board reiterated a recent email notice to the community that it appears that there are increasing incidents of intruders within the community. It was recommended that if anyone sees someone who appears to be an intruder, call 911. Do not be concerned whether the call is a true “emergency.” The 911 dispatcher is trained to quickly determine whether a call should be treated as an emergency or whether the call should be forwarded to a non-emergency department for further consideration.

WEHOA Dues Delinquencies: A discussion was held between the Board and Heather Brooks concerning the homeowner dues delinquencies. Letters are to be sent to the applicable homeowners with timely follow up action if dues are not brought current.

Next General Board Meeting: The next General Board Meeting will take place on October 27, 2021 at 1:00 p.m. Specifics will be provided to the WEHOA as the date draws nearer. The primary purpose of this meeting will be to review the 2021 Proposed Budget and request ratification. All homeowners are urged to attend this meeting to better understand the finances of the association.

Adjournment: The meeting adjourned at 3:05 p.m.

Attachment: PCPM Action Item List

/mmw