

WHISPERWOOD HOA

BOARD MEETING MINUTES

January 8, 2025

Location: *Groves Branch Library*

Time: *6:00 PM*

BOARD MEMBERS PRESENT:

Randal Hamilton, President

Robert Guerrero, Vice President (will be recording the minutes of the Board Meeting)

Priscilla Elliott, Member at Large

Marnee Gamble Bolen, Member at Large

GENERAL MEMBERS PRESENT:

A few general members attended the meeting (names not recorded)

CALL TO ORDER:

Meeting was called to order by President **Randal Hamilton** at 6:04 pm. A quorum was met to proceed with the Board Meeting.

THE BOARD THEN WENT ON TO COVER THE AGENDA ISSUES:

MOTION: Modify agenda to include discussing outstanding bill and information on CPA. Also to address a water meter no longer being used or needed over by Slide.

Moved: **Randal Hamilton**

Seconded: **Robert Guerrero**

Vote: Passed unanimously (5-0)

GOVERNANCE:

Discussion on issue that President can add topics to the agenda and that meetings can be called by the President if necessary. Also, in order for a member to make a motion, that member must be present at the meeting to make a motion.

President **Randal Hamilton** asked **Priscilla Elliott** for Proxy from **Rehj Hoeffner** that gave **Priscilla** permission to act on her behalf. Proxy form from **Rehj** was in compliance. Members of the Board saw document and agreed it was in compliance.

APPROVAL OF PREVIOUS MEETING MINUTES:

There was a question on changes not being made from minutes report. There was a remark about the 2005 voting issues which the President did not agree with.

MOTION: All minutes taken should be presented to the board for reading correction, corrections made, presented at the next Board meeting with the change for approval.

Moved: **Marnee Bolen**
Seconded: **Robert Guerrero**
Vote: Passed unanimously (5-0)

NOTE: **Santiago Ramierz** (community member present at board meeting) commented that in the last meeting in December, this issue had already been resolved. The minutes from the previous meeting were tabled until corrections were made.

ADDENDUM TO AGENDA – OUTSTANDING INVOICES:

Ashton Waldin Invoice

Office Depot Invoices from **Randal Hamilton**

Robert St. Claire Invoice

PRESIDENT’S REPORT:

Reported that Whisperwood would be getting a new roof once paperwork was completed and bids were put out. Still looking to complete the pool project first.

Asked if Board needed to take action on the Corporate Transparency Act. **Marnee Bolen** said she had checked into it and appeared it did not apply to the **Whisperwood HOA**. No action taken at this time.

Commented on the new attorney (**Mr. Mike Carper**) that was hired for **Whisperwood**.

TREASURER REPORT:

Priscilla Elliott reported on the CD from **Plains** and recommended that it be continued from Jan 25, 2025 to April.

MOTION: Continue with the CD until April.
Moved: **Marnee Bolen**
Seconded: **Robert Guerrero**
Vote: Passed unanimously (5-0)

Priscilla Elliott reported we had gotten an invoice from **Robert St. Claire** for @275.00 for November and possibly another bill for December. **Randal Hamilton** asked if we could get **Mr. St. Claire’s** office to consolidate both invoices and pay them as one bill. **Priscilla** said she would contact **Mr. St. Claire’s** secretary.

MOTION: Pay invoices from Mr. St. Claire
Moved: **Robert Guerrero**
Seconded: **Priscilla Elliott**
Vote: Passed unanimously (5-0)

ACTION: **Priscilla Elliott** to contact St. Claire’s office regarding invoices.

Questions were raised on amounts allocated for the 2025 budget year. There were numerous questions and **Randal Hamilton** stated he would get a list of specific questions, get with **Marnee Bolen** to look it over and send to the Secretary/Treasurer for clarification.

ACTION: **Randal Hamilton** to gather questions for Treasurer regarding budget.

There was a question on Transitioning from Cash to Accrual Accounting. There was some discussion only.

Randal Hamilton expressed a need for a CPA to work with the HOA's financial needs.

Priscilla Elliott commented that **Rehj Hoeffner**, Secretary/Treasurer, be given an opportunity to work the WHOA accounts/books. **Robert Guerrero** also added that at this time **Rehj** was better suited to deal with the financial needs and budgeting of the HOA until something else might become available in the future. But for now, there was no need to look elsewhere.

Priscilla Elliott stated that she had been depositing the checks paying for WHOA dues. She said deposits were made as soon as she got them.

Treasure's report was tabled until concerns are addressed.

BANKING PROCESSES:

A question was raised about having dual signatures on WHOA checks. It was determined that 2 signatures were required for checks being issued by WHOA.

MOTION:	Add Robert Guerrero as a signee for bank accounts.
Moved:	Randal Hamilton
Seconded:	Priscilla Elliott
Vote:	Passed unanimously (5-0)

POOL REPORTS:

Randal Hamilton commented on whether it would be likely that the pool would be ready by May. According to information he had received from **Chad Seay**, it would be open.

Question on whether pool was still being maintained came up. It was affirmed that it was, including the cleaning of the basket in pump room was being done. That also was affirmed.

Question on closing the pool down and the cost of it. Winterizing pool by **Prime Pools** for \$600.00 and keeping pump running until the leak was addressed was also a concern. It was recommended to let **Chad Seay** review additional leak detection testing.

MOTION:	Allow Chad Seay to make decisions about and approve leak detection test if necessary.
Moved:	Marnee Bolen
Seconded:	Robert Guerrero
Vote:	Passed unanimously (5-0)

ANNUAL MEETING ELECTION/QUORUM PROCESSES:

Randal Hamilton stated that the January 21, 2025 meeting, the doors would open at 5:00 pm for voting process and the Board meeting would begin at 6:00pm.

Robert Guerrero was given opportunity to report on the meeting with **Brenda Lindsey** who is working the election process (absentee voting, proxies, registration). He reported that it appeared to be going well. She had set up a system on how to work all aspects of the process and was getting ready to set up a system at the meeting place with input from the board.

Marnee Bolen raised a concern/question on property owners not being on the property owner list but have no address for the mailouts. How do we verify ownership should they want to vote in person, proxy, or absentee voting?

There was some discussion on how to address the situation without actually turning away a property owner and their vote.

MOTION: Accept proxies at the door on the day of election.
Moved: **Randal Hamilton**
Seconded: **Marnee Bolen**
Vote: Passed **(3-2)**
(No – Priscilla Elliott and Rehj Hoeffner)

SCHEDULE:

It was proposed that future Board meetings be scheduled for the first (1st) Thursday of each month. The dates for the meetings would be: Feb. 6th , March 6th , April 3rd, May 1st , and June 5th of 2025. Future dates after June will be looked at by the Board.

There was a concern that the WHOA website showed the annual meeting was to occur on January 13, 2025 while mailouts showed January 21st. There were questions by Facebook WHOA members as to the exact date of the meeting. Also, that the doors would open at 5:00 pm to begin registration process with the Annual meeting beginning at 6:00 pm.

MOTION: Correct the date of the Members Meeting on the Website from January 13, 2025, as the mailouts showed January 21st.
Moved: **Marnee Bolen**
Seconded: **Priscilla Elliott**
Vote: Passed unanimously **(5-0)**

MOTION: Since the information on the dates was incorrect, withdraw the currently posted election policy from the website and replace it with one showing the correct dates.
Moved: **Marnee Bolen**
Seconded: **Priscilla Elliott**
Vote: Passed unanimously **(5-0)**

WATER METER CONCERN:

Priscilla Elliott commented that there was a water meter over by Slide Street that Whisperwood was being charged for during the year. The meter was no longer used by Whisperwood and Priscilla wanted to contact the city to remove the meter.

MOTION: Give **Priscilla Elliott** permission to contact the City to remove the meter.
Moved: **Robert Guerrero**
Seconded: **Randal Hamilton**
Vote: Passed unanimously **(5-0)**

ACTION: **Priscilla Elliott** to contact City about removing the water meter.

ADJOURNMENT:

MOTION: Adjourn
Moved: **Robert Guerrero**
Seconded: **Priscilla Elliott**
Vote: Passed unanimously **(5-0)**