

**Woodland Hills Neighborhood Association**  
**Board Meeting Minutes**  
**February 18, 2016**

Those in attendance: Robey Butler, Sarah Conger, Tom Fanning, Carol Myers, Michael Quinn, John Sikes, Lorraine Smith, Carolyn Wiggins, David Wiggins, and Fred Palmer.

Michael opened the meeting with a call to order and approval of the agenda. Carol motioned to approve the agenda, Sarah seconded, motion passed. Since Joan Atkinson was not in attendance, we did not have minutes from the last meeting to approve. Michael asked if someone would volunteer to take minutes and Sarah volunteered.

Before proceeding with items on the agenda, Fred wanted to discuss the election of Board members and at-large spots, who has voting rights, etc. He stipulated that at the annual neighborhood Association meeting, we should have voted on whether the officers also had voting rights. This was discussed at length by the members present, but since no one had a copy of the by-laws, no action was taken with regards to who has voting rights.

The Board then took nominations for officers.

Lorraine motioned for Michael to remain president, John seconded, motion passed.

John motioned for Carol to remain vice president, Sarah seconded, motion passed.

John motioned for Joan to remain secretary, Carolyn seconded, motion passed.

John motioned for Lorraine to remain treasurer, Sarah seconded, motion passed.

Lorraine then gave the financial report. She provided each member with a current spreadsheet of expenses, income, and balance. She mentioned she wanted to look into the cost of postage and water. A lengthy discussion followed regarding whether the meters should be turned off on the five (5) currently being used. David stated that in the past it was more expensive to call the city, have them come turn it off, and pay the service charges. Lorraine stated that the bills for the inactive meters runs about \$10/month and believed it was cheaper to just turn them off rather than have the city do it. John made a motion for Lorraine to call the city, and based on time schedules the meters are used, determine costs and service charges—then go with the best option. Robey seconded the motion and it passed unanimously.

Lorraine also had questions about the lights/power bill. The Board discussed the location of lights (primarily entrance signs) and ongoing cost. The Board voted on this item several years ago and we reaffirmed that no changes needed to be made.

Fred then wanted to discuss money, stating that when he was treasurer there was only \$700 in the bank. He also expressed the need for getting more people to pay dues and had a sample handout of something to be mailed to all members soliciting dues. A lengthy discussion followed. The Board discussed postage and mailing lists, how many currently participate in paying dues, and what the best course of action would be to increase the number paying dues. Currently, between one-third and one-half of homeowners pay dues to the Association. Upon reviewing the proposed mailing Fred provided, the Board decided the wording needed to be softened and include the expenses already covered by the Association so members could see what the money

actually goes toward. Sarah volunteered to redo the form and email it to members prior to mailing for additional input. John made a motion to send a self-addressed stamped envelope with the handout to those who haven't contributed for 2016, David seconded, and the motion passed.

Before proceeding, Fred also stated he wanted to look at the lawn care expense and see if we can get it cheaper. Robey stated that we just changed it last year. Furthermore, Robey explained that Anthony Harris was the best bid last year and he has done a good job. Carol verified that we had indeed just hired him in June 2015 to cut twice/month from April-October for \$450/month, and once/month from November-March for \$225/month. Robey compared him to the previous landscaper and said that Anthony has done a great job of keeping everything in order, in contrast to the previous landscaper who might wait 21 days in between. Fred said he still wants to look around and see if he can find a lower bid. Carolyn also mentioned that some teachers do this as a side job and might be cheaper. The Board also discussed the possible need for the landscaper to be bonded and insured should any accidents occur.

Michael moved on to the next section of the agenda, Committee and Club reports. Since Ruth Collier was absent, he mentioned some emails that have been sent via the Association website. He shared three (3) that were forwarded by Ruth. John said he'd address the second email regarding an allegation that the neighborhood map was incorrect. The third email was from someone on the outskirts of the neighborhood regarding another "Neighborhood" web page he'd personally created. John said he'd respond to that email as well and mention that he could pay \$25 in dues since he's outside the area.

Carol reported that we have two (2) new neighbors and both seem very nice. She purchased each a Home Depot gift card as a welcome to the neighborhood.

Tom reported that there are several issues on the forefront with TNT. He thinks the biggest issue is lack of enforcement of ordinances (e.g. littering) and trying to get the city's attention to these. He also stated that they are striving to improve communication of plans that are coming before the commission or zoning Board before they happen. Common practice is that only the few people in a neighborhood directly affected are given ten (10) days' notice. Tom would like to see more advanced notice and more people notified for planning purposes. TNT also wants to improve visibility across the city. Several neighborhoods have consistently been a part of TNT; others only when they have a problem. He would like to see this improve across the Board so that everyone is participating all the time and not just when they need help. Finally, each member of TNT was asked to bring a visitor to the March meeting. TNT would like more people to know what's going on in the city and see how things work. Sarah volunteered, as did Michael, to attend the March meeting with Tom. The meeting is held the 2<sup>nd</sup> Monday of each month at 6:30 PM at Capstone Senior Living Facility on campus.

Robey told us that he has selected three possible dates for the annual clean-up day: March 26, April 2, or April 9. The Board discussed and voted on April 2 as the clean-up day this year. Robey will provide fliers for each section leader to distribute to his/her area. He also stated that they will have a list of all section leaders with their contact information available at clean-up day, as well as a sign-in sheet for those who participate. It's not a mandatory sign-in sheet, but

Robey stated they'd like to see who comes. The Board discussed posting this on Facebook to promote the date and will have certificates available for any youth who participate and need service hours.

Since the sprinklers and lighting had been discussed at length earlier in the meeting, David Wiggins did not report again.

Michael moved on to new business. The first item was the email sent via the website, which were previously discussed. Carol brought up the entrance sign landscaping at the Skyland Boulevard entrance. She has been responsible for upkeep but can no longer do it and wanted to do it like Azalea Lane with a more permanent landscaping that wouldn't require constant upkeep. Fred volunteered to take over that landscaping and will maintain it.

The final order of new business was the donation of property by Leon Clay. The property is Lot 106, 34<sup>th</sup> Place East, near Woodland Hills Circle. He would like to donate the property to the Association. Discussion ensued as to the location and state of the property. Carolyn stated that she believed the lot was too small to build a house on, but would work well for a playground/park area for the neighborhood. Ultimately, the Board decided to table the issue until John and Michael can look at the property and get a better idea of what we might be dealing with in the long run (e.g. property taxes, etc.).

The Board decided the next quarterly meeting will be Tuesday, May 10<sup>th</sup> at 6:00 at Robey Butler's house: 2726 Lakewood Circle.

John made a motion to adjourn, Robey seconded, and the meeting adjourned at approximately 7:50 pm.