

# The Park at Wolf Branch Oaks Homeowners Association

Board of Directors Meeting Minutes for July 23 , 2024

Location Reach Church

## **Call to Order:**

At 6:00 PM July 23, 2024.

By Joseph Routt

## **Verification of Quorum:**

5 of 5 Board Members in attendance.

Joseph Rout, Gary Carter, Perry Pierce, Stephanie Miranda, Denise Poloniecki

## **Proof of Notice**

## **Approval of June 26, 2024 Meeting Minutes:**

Denise Poloniecki motioned to approve the Board of Directors Meeting Minutes from June 2024. Motion seconded by Gary Carter. Board members voted unanimously in favor.

## **Fining Committee Discussion:**

Members of the Fining Committee attended this meeting and participated in a conversation on procedures that would be used going forward. After discussion, the Chairman of the Fining Committee was tasked with providing policy's and procedures that would be used and reporting back to the HOA Board prior to the Fining Committee taking any action.

## **Financial Reports**

1. Gary Carter advised June's expenses totaled \$11,697 The outstanding bill pending from last month which was from General Utilities was paid \$1,152. Gary also verified that the bank CDs, that were coming due, were rolled over for another 5 month period. Denise Poloniecki made a motion to accept the Financial Report. Stephanie Miranda seconded the motion. Board members voted unanimously in favor.

## **Architectural Control Committee (ACC)**

1. **Gabe Miranda** reported that no new requests were submitted this past month. A previous request from lot number 31 needs further follow up.

## **Landscape Committee**

1. Myrtle Webb advised that Davies Tree service was the low bidder and requested the Board approve \$200.00 to remove a tree from the west side of lot number 104. Denise Poloniecki made a motion to approve, Stephanie Miranda seconded the motion. Board members voted unanimously in favor.

## **Water Committee**

1. Joseph Routt brought the Board Members up to date on the Water Plant backup generator diesel fuel refresh. After explaining the procedures for keeping the diesel fuel fresh, Joe requested to spend \$550.00 to replenish the diesel fuel used during the procedure. Denise Poloniecki made a motion to approve, Gary Carter seconded the motion. Board members voted unanimously in favor.

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### **Unfinished Business**

1. Spending Policy for Committee Chairman . After discussion Stephanie Miranda volunteered to see how other Home Owner Associations are handling these situation.
2. Weekly update to Home Owners. Stephanie Miranda reported that she had sent the first letter to homeowners and she had received some positive feedback. She will continue with with more letters.

### **New Business**

1. Lot 44 Home owner requested a water refund in the amount of \$254.95 due to watering a sod replacement project. Gary Carter made a motion to approve the request which was seconded by Perry Pierce. Board members voted unanimously in favor.
2. Joe Routt advised the Board Members the Association Printer needed ink. Total cost was \$180.00. Perry Pierce made motion to approve Gary Carter seconded. Board members voted unanimously in favor.

### **Next Board Meeting**

August 20, 2024 at 6:00 PM

### **Adjournment:**

- Motion to adjourn at 8:05 PM by Denise Poloniecki, seconded by Stephanie Miranda.  
Motion carried unanimously