

2022 Willow Wood Annual Home Owners Association Meeting

October 9, 2022 - Highlands Latin School

1. **Meeting Called to Order at 3:07 pm**
2. **Welcomed all residents participating in person, on Zoom, and via telephone.**
 - a. In person: 39 residents + 4 board members
 - b. On Zoom: 4 residents
 - c. On phone: 1 board member
3. **Introduction of current board members**
 - a. Clark Duncan was not present at the meeting, but will not be running again for webmaster.
4. **Board Member reports**
 - a. Secretary – all minutes have been recorded and most have been posted on the Wild Apricot website. Those minutes from 6/16/2022 and 8/31/2022 will be uploaded soon by Brandon.
 - b. Communications Director – Brandon gave an update on the new website **WHOA.wildapricot.org** and how this will benefit our community by allowing us to digitally track all activities.
 - c. VP of Activities – (Brandon shared on behalf of Emily). Memorial Day and 4th of July events were held. The July 4th was a big success. Budget may not allow as many board paid events in the future due to increased costs.
 - d. Treasurer – John shared that due to personal issues he will not be able to continue serving on the board. We only have 2 or 3 houses that are outstanding in paying their annual dues. The difference between dues collected and expenditures was tight (\$8,787) and this leaves very little for unexpected expenses. The overage of \$8,787 was because our contract for landscaping did not start until March (see section 4e below).
 - e. VP of Grounds/Landscaping/Mowing: Will bid out all of our landscaping/mowing and received 6 bids back. Aphix gave the most competitive bid, and we signed a fixed contract with them for all mowing and landscaping. The contract did not start until March, so we saved several months of revenue (November until March were not included). This additional revenue resulted in an overage of \$8,787 in our budget. Our current contract with Aphix goes until 2024, with the possibility of a 3% escalation. We pay extra for snow and ice, and last year we had to put a large amount of salt on roads.
 - i. LG&E project: With the hot weather behind us, LG&E will begin replanting in 3 main areas. The tallest tree allowed will be maximum height of 15 feet within 40 feet of the towers. There will be a variety of plants, including hydrangeas, laurels, choke cherries, etc. These areas include Coolwood Road, common area

near Club Oak Court, and Brookstone Court. LG&E will be repainting the towers. The color will either be blue or gray. We are receiving \$4500 from LG&E to use towards a capitol project or for expenses.

ii. Other maintenance issues:

1. Who is responsible for repainting our street lights? We are responsible for this. Will had 2 repainted this year. The banners on the signs will be replaced after being restitched.
2. Question about putting the name of the subdivision at entrance. This has been a question for many years.
3. Questions about alternating weeks of yard waste pick up – this may have been a result of the pandemic, and we may want to consider alternate providers. Some people have had their cans missed and Will has had to make calls to Waste Management. Some were concerned about why we pay taxes to Metro Louisville, and we still have to pay for trash pickup. Brandon has reached out to Waste Management about why they are missing some pickups. The new board is encouraged to address this. Can we receive an adjustment on price due to missed pickups? Brandon will look into this.
4. Why does the Brook Stone island have a depression that holds water and brings potential mosquitoes. Drainage needs to be improved.
5. We removed 3 trees this year due to potential damage to property. Total expenses for this was \$2700.

f. President

- i. Turnout at events has been very high, but community support is critical. Our budget may not be able to continue at this rate without an increase in dues. Certain changes may be needed at events to reduce costs or residents will be charged to attend. Dairy Queen has always donated ice cream in the past so there has been no cost. Brandon said they were unable to provide free ice cream this year. Comment that Memorial Day is not a holiday for celebrating, and it should be viewed as a solemn occasion. Some view Memorial Day as a time for families to come together.
- ii. Gifts and prizes – these have been awarded for Holiday lighting. Several years ago the board suspended giving gift cards due to costs. A suggestion was made to remove this line item from our budget.
- iii. Brandon stressed that committees have been a great way to run events, and he would like to see these increase.
- iv. Brandon is considering stepping down unless no one else runs for the position.

5. By-Laws Committee Report:

- a. Committee members: John Kolb, Mike Holly, Ed McQueen, Dan Cox, Rich & Carol Bryar, Steve & Pat Kankel, and Deon Brown. The committee has spent many hours and their time and energy is greatly appreciated.
- b. John Kolb shared that the existing by-laws were somewhat ambiguous and outdated. In addition, there was no record that the bylaws had ever been formally adopted, and there may have been other versions. The original bylaws were developed by the builders. The Deed restrictions are only enforceable once they have been officially filed in the courthouse. Our Deed Restrictions were filed in 1995. At that time the 3 parts of the neighborhood came together to create uniform Deed Restrictions. These have been very ambiguous.
- c. WWRA is governed by 3 separate documents:
 - i. *Articles of Incorporation* filed with the Secretary of State – this creates the corporation that is run by a board of directors. The Articles of Incorporation specifies what the corporation can and cannot do. This is a very broad document that provides the scope of what our association can do.
 - ii. *By-Laws* – these govern the corporation and the Board of Directors and specify what the board can and cannot do.
 - iii. *Deed Restrictions* – provides specific rules on what residents can do with their property. John clarified that the deed restrictions must be enforced within the larger state and federal laws. (E.g. satellite dishes are not allowed under Deed restrictions, but FCC laws says the people have the right to these). They made an effort to put some restrictions on street parking on the side of the road, but city ordinances can impact this. An effort was made to modernize the Deed Restrictions, but city ordinances can impact how this is accomplished.
- d. This committee has met for several months to review these by-laws and deed restrictions. The current bylaws govern this process, but there are subject to interpretation.
 - i. The Articles of Incorporation specify that we are allowed 1 vote per lot (209 total lots in WWRA), with 50% of these votes needed to amend the bylaws.
- e. Concern that the enforcement of our current deed restrictions and bylaws is not uniform. Suggestion that we have a committee to monitor this on a regular basis, and develop a system to enforce violations by homeowners. One member of the WWRA board would serve as the head of this committee. If there was a violation of the restrictions, there would be a formal process to address this.
- f. The current Deed Restrictions do not say anything about rental properties in the subdivision. John cautioned that we can put certain things in the deed restrictions but we may not be able to enforce them. The committee is suggesting that the new restrictions limit rental properties to 6 months or more, with certain rules about Air

BnB. It was also suggested that a committee be set up to enforce deed restrictions and deal with property violations. They also suggested an appeal process for the property owner.

- g. Concerns were voiced about lack of transparency, and that the names of those on the committee were not shared with the homeowners.
 - i. One resident sent in her name to Brandon volunteering to serve on the By-laws committee, but she did not receive a response. Brandon clarified that no prior or current board members were allowed to serve on the committee.
 - ii. Residents were concerned that there was no way to contact John Kolb regarding input into the by-laws. The Spring/Summer Newsletter 2022 had information about how to participate on the bylaws committee.
- h. The committee completed the proposed revisions of the By-laws and Deed Restrictions. Brandon stated that there will be a separate meeting to review and vote on the new Bylaws. There will be another meeting to present the Deed Restrictions.

6. Election of Board Members

- a. Nominations for positions:
 - i. **President:** Joe McLaughlin volunteered for this position – he emphasized that the communication needs to be improved. Transparency is important too. He is willing to serve. No other nominations/volunteers were made for President.
 - ii. **Communications Directions:** Eric Pullen volunteered for Communications Director. No other nominations/volunteers were made for this position.
 - iii. **VP of Activities and Events** – Emily Staggs is willing to do it again if no one else is willing to run. No other nominations/volunteers were made for this position.
 - iv. **Treasurer** – (this may be the most difficult position because of the amount of work involved). Brandon has been contacted by a possible volunteer (**Rich Bryar**), and will need to confirm with this person. We are a corporation and should be handling the books as such. It was suggested that we consult with an accountant in the neighborhood to review our data and set up a system and data base using QuickBooks. If Rich is unable or unwilling to accept this position, the board can fill the position later. John Ackerman is willing to remain on until the position is filled.
 - v. **VP of Grounds** – Will Barry agreed to remain on the board. No other nominations/volunteers were made for this position.
 - vi. **Secretary** – Kristen Kyriacou agreed to continue serving as secretary. No other nomination/volunteers were made for this position.
 - vii. **Motion: To accept the ballot of current nominees who are all uncontested, and accept these as the current board positions. Motion passed.**

7. Other questions or comments:

- a. It was recommended that the website be used as the main source of communication, so that all are clearly informed. All neighbors are strongly encouraged to register on the website.
 - i. Some of the residents expressed not being comfortable with using a website to access information.
 - ii. One of the residents volunteered to hand deliver a newsletter so information can be shared.
 - iii. Eric Pullen, former webmaster, commented that the willow-wood.com website is no longer being used. He shared that he did not find the new website to be easily accessible – it is not easy to search for on Google. He also commented that the current website is not being updated regularly.
 - iv. He felt that if these issues are addressed the communication will be improved significantly.
 - v. He suggested using SMS or text messaging to communicate information to residents.
- b. It was suggested that each board member head up a committee, with 2-3 residents participating, to manage certain issues and share the burden.
- c. All records need to be maintained when changes are made or decisions are made for the neighborhood, and dated for historical reference. We need to have continuity of records. Brandon shared that this meeting is being recorded and will be uploaded onto our website.
- d. It was suggested that we have a meeting with a police officer and a metro council member to discuss recent criminal activity in the neighborhood. Brandon shared that the current board considered having an open-forum with a local police officer to discuss recent criminal activity. However, there may be a cost incurred.
- e. What defines a single-family residence? This question was raised by a resident due to properties that seem to have multiple families living in them, and why this is not being enforced as a violation of deed restrictions. Joe McLaughlin clarified that this is a zoning classification with regard to buildings.
- f. Question about when the missing minutes will be posted on the website. Brandon will post these as soon as possible.
- g. The issue was raised about how concerns about property upkeep issues are addressed by the board? All residents are encouraged to discuss any concerns with their neighbor if possible before contacting the board.
- h. A request was made to update the directory. A previous directory of residents was printed in 2018. Karen turned this over to Brandon to be reprinted in 2020, but it has

not been done due to financial constraints. It was suggested that this be done after the bylaws are finalized so they can be included.

- i. Residents shared concerns about parking on the street at corners with limited views, speeding in the neighborhood, and rental properties. No decision taken on this issue.

8. Meeting Adjourned at 5:10 pm.

Minutes respectfully submitted by Kristen Kyriacou, Secretary 10/21/2022