

Washington Lane HOA Phases I-VI
Board Meeting Minutes
April 2, 2025

Minutes of the Board of Directors Meeting of the Washington Lane Homeowners Association, Broken Arrow, OK, held at the home of Kim Dryden, 2509 S. 17th Street, the meeting was held at 6:00pm on April 2, 2025. (This mtg. was rescheduled from 3/25/25)

CALL TO ORDER: 6:15pm by Kendal Coats, President

Present: Kendal Coats-President, Andrea Caldwell-Vice President, Helen Smith-Secretary, Kim Dryden-Treasurer

I. FINANCIAL REPORT:

- A. Accounts receivable** – March total deposits were \$4,105.33. Scott Eudey has received payments, we are waiting for those to arrive in the mail.
- B. Attorney Demand Letter Update** – Attorney completed Demand letters 3/28/25, to those who owe HOA Dues year 2025, with date for payoff by April 30, 2025.
- C. February Bank Stmt** – Former Treasurer, Helen Smith, balanced the February bank statement, she reported to Kim when it was ok to post the Bank Statement and Check register on the website. The website has been updated with these financials and the February meeting minutes.

II. BOARD VOTE:

- The Board voted unanimously to approve Kim to contact landscaper to clean up tree limbs after windstorm and authorized up to \$200 for this per 3/17/25, vote taken by text. The final invoice was \$100.00
- The Board voted unanimously to approve Kendal to have GreenGrass Lawn complete the necessary repairs/replacement parts to get the system ready for summer planting, 3/19/25 vote was taken by text, final invoice was \$844.81.
- The Board voted unanimously that Board Meetings would be Board Members only, residents may email questions directly to the Board email or through the link on the HOA website.
- The Board voted unanimously to approve the landscaper quote of \$1,200 for new dirt and mulch in the entrance beds and tree islands along with the installation of the annual summer flowers.
- The Board voted unanimously to approve Secretary of State change of Registered agent – Kim to complete and charge the fee on HOA debit card.

II. ACC:

- A fence application has been received for account # 06-01-14 for a black coated vinyl chain link fence, no other description, Kim to contact owners for more info.
- Kendal has given verbal approval for replacement of 6ft wood privacy fence account # 06-01-62
- Previous privacy fence w/stain application for account # 01-03-23 still out with ACC, Kim to follow up with Chris W.

III. OLD BUSINESS:

- **Fences down due to windstorm – 91st St Fence damage** – Per Kendal, KMP fence coming back to bid fence replacement and fix stucco/leaning posts on 91st Street. Kendal to contact Farmer Ins. about possible wind damage claim for fence repairs.
- **Park Fence** – Per Kim, Omni is coming Friday to quote park fence repair / replacement quotes (Vinyl, Black Coated Chain Link, wood round rail with coated chain link and Ameristar), need references/Ins/ W-9's.

NEW BUSINESS:

- A. PO Box key given to Kendal Coats, President**
- B. Secretary of State change of Registered agent** – Kim to complete and charge fee on HOA debit card.
- C. Gardener's Lawn Care Work Comp** expires this month, Kim will contact him for an updated Certificate of Ins.

D. Homeowner info sheets all reviewed and updated information entered on homeowner spreadsheet and HOA Gmail Group by Kim.

NEXT MEETING DATE:

The next Board meeting is scheduled for April 15, 2025 at 6:00pm.

The Board meeting adjourned at 7:40pm.

Prepared by the Board of Washington Lane HOA Phases I-VI