

**Washington Lane HOA Phases I-VI
Board Meeting Minutes
December 17, 2024**

Minutes of the Board of Directors Meeting of the Washington Lane Homeowners Association, Broken Arrow, OK, held via teleconference due to 2 Board members being ill, the meeting was held at 7:00p on December 17, 2024.

CALL TO ORDER: 7:00pm by Kim Dryden, President

Present: Kim Dryden, Helen Smith, Andrea Caldwell

I. FINANCIAL REPORT:

- A. **Release of Lien** – discussion held on filing a release of lien by mail rather than in person. Kim will call and ask if BOA has notary services, if so Andrea will take the lien release prepared by Kim to sign and be notarized Friday, 12/20/24 at the bank when she signs to add her name to the HOA accounts and then mail the release. Helen will call the Tulsa County Court Clerk's office to find out if we can mail in a release of lien with payment for the release fee and what the process is.

II. BOARD VOTE:

- A. The Board voted unanimously in favor of having Kim order some heavy duty **removable** double-sided tape for 3M hooks to hang wreaths, from Amazon using the HOA debit card.

III. ACC:

- A. The ACC Application was received back completed and ACC approval has been given for the construction on 12th St, they were just replacing what was originally there, unfortunately their front column pillars and porch had major cracks.

B. OLD BUSINESS:

IV. Board Chair Report for Volunteer Committees:

A. Activities Committee – No update

- B. Communications Committee** – Kim posted the October Meeting minutes and Budgets from the Assessment notice mailing on the website 11/30/24.

C. Landscape Committee:

- i. **Splash pad** – Kim and Helen have compiled a list of local playgrounds with splash pads, many are with the City of BA. Andrea volunteered to make calls to see if we can determine who is servicing their splashpads, Kim will get the list to her.
- ii. **Southside walking trail** - Kyle met with Denny from D&S Paving Dec. 6th to get opinion on the job that was done, Denny is to provide his opinion in writing and an estimate to make corrections/improvements to the path that was laid. Kim to reach out to Denny again for this in writing. The 2nd contractor that had an appt to come inspect declined to come after speaking with Kyle 12/06/24.
- iii. **Painting Exterior Fence Pillars/Entrance Signs:** Work continues, weather permitting.
- iv. **Christmas Wreaths** – the wreaths were too heavy for the adhesive that came with the 3M hooks, the Board voted unanimously for Kim to look for a **heavy duty removeable double-sided tape** on Amazon and order on the HOA Debit card to hang the wreaths with.
- v. **Christmas Garland** – the mounts ordered to hang the garland turned out to be too small to hold the weight of the garland. Kim will return the mounts to Amazon for HOA Debit card credit.

D. Welcome Committee – No Update.

NEW BUSINESS:

- A. **TruGreen** – Kim suggested we ask TruGreen for a contract quote of 4 applications rather than 5 so we don't overextend ourselves with the budget, we can always add more treatments later on if funds are available. The Board was agreeable.

NEXT MEETING DATE:

The next Board meeting is scheduled for Wednesday, January 8th, 2024 at 6:00pm.

The Board meeting adjourned at 7:45p.

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