

**Washington Lane HOA Phases I-VI
Board Meeting Minutes
Aug 6th, 2024**

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 St., at 6:30pm on the 6th of Aug. 2024.

CALL TO ORDER: 6:40pm by Kim Dryden, President

Present: Kim Dryden, Helen Smith, Allen Hyatt

Absent: Stefany Muse

I. FINANCIAL REPORT:

- A.** Late Notices: 7/30 Helen requested Need New AR list for 2nd notices to be mailed and copy of 2nd notice letter to review. 8/06 Helen will request these again. Helen will also ask for copies of all closing letters/sent to title companies sent on behalf the HOA.

II. BOARD VOTE:

III. ACC BUSINESS: Al Hyatt ACC Chair

- A.** Al will request from Dustin the individual PDF Files of all ACC applications, letters, approvals/denials received/sent by Robson, the previous document was one long run on document which appeared incomplete but it was very hard to follow.

IV. OLD BUSINESS:

- A. PO Box** –Kim will email the previous Board directly, since we have only gotten one response thru Robson, Kim will contact the previous board for the following items to avoid the cost of replacing these items: PO Box, additional key, business checkbook cover, expanding alpha file and the box of 500 envelopes pre-printed with the HOA's return PO Box address.
- B. Covenant Violations** –7/30, We still need PDF Files of all Covenant Violation, letters/2nd notices etc. sent by Robson and responses received back from homeowners, Stefany to request. Also ask about July Drive thru. 8/06, no update.
- C. Robson's contract non-renewal.**
- i. Plan for Robson's turnover of funds, after reviewing July Financials it was decided Kim would email Dustin to prepare a check to the HOA in the amount of \$60,000, this leaves Robson plenty to pay bills with thru 8/21/24.
 - ii. The following HOA Board Members will be signers on the accounts to be set up at Bank of America for Washington Lane Homeowner's Association Phases I-VI:
 - Kimberly Dryden, President
 - Stefany Muse, Vice President
 - Helen Smith, Secretary/Treasurer
 - iii. Helen will contact City of BA/water, PSO/electric and State Farm to change the HOA Mailing address so that we receive Sept invoices to pay, eventually we may move to electronic funds transfer set up for these payments.
- D. Update to residents re: Informal/Unofficial Neighborhood HOA Meeting 7/23/24 to get resident input** of items to address and prioritize and Covenant/Bylaw changes. Stefany is working on the email list in the WLHOABoard group gmail account, when that is complete, Kim will post cover letter and the Neighbors Priorities response form out via email, website and Facebook.

V. Board Chair Report for Volunteer Committees:

A. Activities Committee – No report

B. Communications Committee -Stefany has had Robson Publish the August newsletter.

C. Landscape Committee

- i. Southside walking trail – Kendal has secured a bid from Interstate Asphalt for approx. \$22,000 if we choose to repave it next week, the bid is to re-pave over what we currently have, 1700fx4=6800 sq ft, the price is \$27,000 after next week. The Board discussed further research is needed on the best solution; pavement vs cement and installation that will last needs to be researched in addition to more bids being gathered. We also need our neighborhood input forms back before we decide which projects take priority. Kendal also secured a bid from GP Concrete, Nayeli Perez in the amount of \$47,600 for 6800 sq ft of concrete walkway. This is a great start, they seem like good prices!

D. Welcome Committee – No report

VI. NEW BUSINESS:

A. None.

NEXT MEETING DATE:

The next Board meeting is scheduled for Aug 20th, 2024 at 6:30pm.

The Board meeting adjourned at 8:10 pm.

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

Action item: 8/19/24 Unanimous Board vote in favor to approve and post the 08/06/24 meeting minutes, was taken via email/Text.