

**WOODBIDGE TOWNHOME  
OWNER'S ASSOCIATION, INC**  
[www.woodbridgetownhomes.com](http://www.woodbridgetownhomes.com)

**BSR Communities**  
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**Board Meeting Minutes**  
December 6, 2019

**Called to Order:**

The meeting was called to order at 4:04 pm. Board members present were Susan Scott, Dan Sollee, Bob Jones, Susie Nulty and Jeanine Colburn. Steve Kouri from BSR was present. Jackie Duff from Unit 20 was present as a new resident and member observer. Would like the HOA to have a member contact list.

**Approval of Prior Meeting Minutes:** The October 2019 minutes were approved as amended.

**Treasurer's Report:** See completed treasurer's report and financial statement online.

**Action Items from Last Meeting:**

1. Outdoor lighting: Lightening Mobile---responses to Steve's contacts inconsistent. The company's billing and completed work are not lining up, so Steve is working on a resolution and he is looking at hiring another company to complete the job. Landscape Lighting is a local company with good references and will likely complete the project. The Board voted to approve the Landscape Lighting budget proposal.

**New Items:**

1. Attorney Aaron Goodlock is ready to distribute the revised HOA documents for homeowner review. He submitted a copy of a cover letter for Board review prior to distribution. Homeowners will be given a period of time for review of the documents and provision of feedback prior to voting.
2. Insurance settlement----receipts are being requested from homeowners and it appears that we are getting close to a final settlement, but still don't have a date.
3. Save-a-Tree sent a new contract for 2020 for tree treatments. Discussion around optional services that may not be needed and should not be paid in advance. The Board agreed that services should be paid as provided rather than paying in advance for services that may not be necessary.
4. The owners portal managed by BSR communities, [www.bsrcommunities.com](http://www.bsrcommunities.com), is an alternative website to our HOA managed website [www.woodbridgetownhomes.com](http://www.woodbridgetownhomes.com). Both websites have slightly different information and it may be useful for homeowners to access both sites. But the minutes and other important documents are available on both sites.
5. **Homeowners are reminded that they are not allowed to stop contractors from performing activities that have been approved by the HOA Board.** The exterior of the property is common ground and is under the jurisdiction of the HOA. Additional costs resulting from homeowner interference will be passed on to that homeowner.

**Old Business:**

1. Sewer line scoping has been deferred until next year.
2. Siding proposals. The Board currently has proposals and information regarding new siding options ready to share with homeowners as soon as insurance settlement results provide a budget. Once a budget is realized, proposals will be refined and shared with homeowners, followed by an informational meeting then an association vote on the final plan.

**Additional items:**

1. A "concrete walk" will be done again this spring. Susie Nulty will lead this walk. John Morgan is a new resident and concrete expert who will join Susie and other Board members on the walk.
2. Some homeowners have expressed concern regarding the presence of rental properties in Woodbridge Townhomes. Current rental property in Woodbridge is at 6.3%. Homeowners who require additional information should contact Steve Kouri.

**Adjournment:** The meeting was adjourned at 5:21 pm. The next regular Board meeting will be at 5:00 pm, Thursday January 23 at Dan's house Unit 93 at 5:00 pm.

Respectfully submitted, Jeanine Colburn