**WHITEOAK SHORES OWNER ASSOCIATION**

 **BOARD OF DIRECTORS**

 **MINUTES OF MEETING**

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Date: February 15, 2014 0800 hrs.

Place of meeting: Whiteoak shores office

Meeting time: 0800 hrs.

In Attendance: Jeff Hodgson- President, Nick Garner-Vice President, Mitzie Stavinoha- Treasurer, Edwin Gunner Grimsley-Secretary, Julie Danford , Rodger Johnson, absent Sandy Simpson

**Also present John and Cherry Tarlton from Junction Management Co.**

**Jeff stated there is a quorum present and the meeting is called to order.**

**. Gunner read the minutes from 15** **November 2013**. There was one correction under the quantity owed hundred thousand dollars should state owed not collected. Gunner will correct this era and send the approved copy of the minutes to Julie for posting on the webpage. A motion was made to accept the minutes by Nick and seconded by Julie, Unanimous approval.

**Gunner read the minutes of 16 November 2013** a motion was made by Julie and approved by Rodger to approve those minutes as written. Unanimous approval.

**Treasures report Mitzie** stated that due to the transition with junction there was not a current treasures report at this time. Jeff stated that once the transition was made a treasures report would be emailed to all the Board of Directors.

**Fund raiser committee** ran a survey of the people attending the fundraiser activities and the committee found an overwhelming majority would like 75% of the fundraiser money designated for the clubhouse building when we start doing the building. Gunner made a motion to designate 75% of the fundraiser money for the new clubhouse building when it is approved and started. Nick suggested that we may want to keep the fundraiser money non-designated in case of an emergency. Gunner explained that this was only 75% of the money and that would leave 25% for operating expenses for contingencies. Jeff called for a vote the approval was unanimous for designating the 75% of fundraiser funds for the new building one started.

**The insurance Gunner** stated he had talked to the insurance office and the auto policy is a fee for an employee only not for anyone else driving on Whiteoak shores business. The insurance office is supposed to be sending a letter to gunner explaining this. Once the letter is received gunner will forward a copy to all of the Board of Directors so we can make a motion to adjust the insurance policies accordingly. John Taylor from junction explained that he had dealt with the insurance issue on a previous company and typically there is a rider that could not be removed and it was not for more than $5000 coverage. Pretty expensive for very small coverage.

**Paperwork filed at the wood County Clerk’s Office** for the Whiteoak shores repayment plan as per 209. The filed Document was given to Amber for filing in the office. Gunner also stated that at this time there were no contracts with any Whiteoak shores members for any repayments at this time.

**Jeff called for addressing late fees and collections.** Julie said we have not gotten anything as of yet. All is at the lawyers. There are 13 properties and 2 would like to give their property back to Whiteoak shores. Julie said she is waiting for the lawyer to tell her what is being done.

 **Jeff said going forward** with that then is what we hired the management company to do. We need to discuss that now. Rodger suggested that Julie be the point of contact from the board working with John to let him know what is going on with the attorney at this time, Julie agreed. Jeff said “Julie should turn over everything to John at Junction. John can coordinate with Julie. Julie would be the best person to fill John in on what efforts have been done for the attorney. John is going to start handling all of the collections and the coordination. Mitzie stated John needs to handle it all because it can’t or shouldn’t be in both places. Gunner asked what are the fees for John doing this task. John stated there is no additional fees Gunner said perfect I think John should do it all.

 John stated traditionally the bylaws of an organization state an additional fees or costs would be divided and added to the owners debt and that is usually in the bylaws. Julie said that was not in our bylaws. John suggested that it should be. Roger asked could we take the attorney fees and break those down by the cost on each one of the properties and add that to the owners Bill. John said he typically does that to all of his properties.

 Jeff asked Julie if there was anything you need or are doing that you need to finish with the lawyer before you turn over everything to Junction, Julie said no. Julie stated that she would give the names and phone numbers of the lawyer to John so he could contact Jeff Fletcher. Julie said there is nothing she needs to do except wait for Jeff Fletcher to tell her what is going on. Jeff stated that that covers the next issue who is handling all of the collection letters so will turn it over to John at junction and move on.

**The fence** Jeff stated that the fence looks great. We will have to wait for the fence to age before we do any painting. Julie noted that there had been $1000 approved for the painting of the fence on the original approval of the fence. There was a discussion about different originations, Boy Scouts, High School Bass fishing clubs as volunteers to paint the fence and use of thousand dollars to purchase the paint. Any youth organizations that come into Whiteoak shores to paint the fence would be covered by the Whiteoak shores insurance in case of injuries. The total cost of the fence installation currently is $2996.00. A donation amount to the volunteers originations would be decided later.

**The management company voting results.** We sent out a total of 152 votes. 82 four approve, seven against, and to undeliverable were counted. A large majority approval to hire the junction management company.

**Items by Board Members**

**Julie had one question**. Since the management company is taking over everything do we really need an employee at Whiteoak shores in the office every day. Roger said we need someone for a couple of months. Mitzie said keep Amber in case John need something here for that month or two during transition. Julie agreed Jeff said in the least a month and look at it during the next meeting. John from junction stated that typically the biggest thing the Park would have to adjust to is not having someone in the office that may or not be true in this case but usually it is for us it is a case for a few people.

**The boat ramp**. Jeff’s brother looked at the boat ramp and the sides of the boat ramp, all the old concrete chunks need to be removed first, before we actually work on the ramp itself. Once the chunk concrete is removed from the sides of the ramp, placing 6” x 12” rock stacked down the side and then allowed to settle. The sides need to be fixed first. Jeff’s brother has many years of experience. There would be two phases on the repair the boat ramp and two different cost the first phase in cost would be cleaning out the sides we need to get a bid for the that that work. Success suggestion was to look for Larry roach and get estimate from there. The second praying phase would be to fix the ramp just brother would not charge to bring his equipment here and to fill in the gaps underneath the ramp and do the work there we would have to pay for the cost of the materials.

**After discussions the Board of Directors** will get a price from Larry roach to remove the concrete on the sides. Price a price for the 6” x 12” rocks and present at the next board meeting. Just brother will not charge for this project only the materials would cost and we need to find it with the materials for the repair would be.

**A suggestion to meet** with the Whiteoak shores Sewer Board John needs to be involved also to set up the meeting. Lois will check with her board to find out after the annual meeting when would be a good time for that joint meeting.

**Open forum.**

 **Charlie Baker stated** it’s been two years since the light out front on the sign has worked at the entrance of Whiteoak Shores. He request it be looked at and repaired. Jeff stated that he would have a look at the electrical next weekend and find out what needed to be done.

**Remote controls for Whiteoak** shores or a 12 DIP switch controller. Sherry from Junction Management Company suggested that junction keep remotes there members can call Junction give the lot numbers and they will add the bill for the new controller to the members account and send the remote to the address on the a member’s account billing.

**Nick reminded everyone** that Rose had broken her leg and requested that volunteer standby in case they need to help get rows back into her camper I when she comes home from the hospital Nick and others are rebuilding the ramp so they can use it to roll the wheelchair in and out and contact people if needed.

**The event committee** is having a meeting at 1:30 pm at the pool tomorrow anyone who would like to attend and get involved please attend it’s open to everyone. Funding for the event committees Gunner will pick it up deposit it and give a check to John at Junction Management Company for the fundraiser account.

**Nick will pick** up trash and ice money deposit it and send a check to John at Junction Management Company for deposit .

**Ice machine keys** will be handled through Junction.

**The ACC committee** will have a meeting after this Board of Directors meeting is finished they are looking for new volunteers, **Will** has volunteered to be on the ACC committee.

**April is the renewal** month for the lawn mowing services and they requested a contact point to Junction, Cherry gave the address for Junction out.

**A question was asked** what is Amber’s current working hours the answer was Tuesday Wednesday and Friday 1 PM to 3 PM.

**Jeff to find out** the cost of the sign for Whiteoak shores out front from Pam.

The public bathrooms at the swimming pool need to be painted on the outside plus the side boards need to be painted.

**Will and Alley suggest** that we use our look at using rains County Bass fishing team high school participants for painting and even the boat ramp work.

**The next meeting** will be planned after John has completed the turnover and Jeff coordinates with him.

**Motion to adjourn by Gunner seconded by Julie unanimously approved.**