

Wellington Trace Homeowner's Association
Board of Director's Meeting

DRAFT Minutes

January 10, 2017
6:30 pm

BOARD OF DIRECTORS		
NAME	POSITION	PRESENT
Christopher Watkins	President	Present
Steve Shugarts	Vice President	Regrets
Douglas Browning	Treasurer	Regrets
Jen Shell	Member at Large	Present
Heather Siefers	Secretary	Present
RESIDENTIAL REALTY GROUP, INC. (non-voting)		
Cathy Price	Association Managing Agent	Regrets
Linda Collins	Assistant Managing Agent	Present

TOPIC	RESPONSIBLE	DISCUSSION	ACTION
Called to Order	C. Watkins		C. Watkins made the Motion and all were in favor to call the meeting to order at 6:30 PM.
Roll Call	C. Watkins		C. Watkins took roll call of the Board
NEW BUSINESS			
Financial Review	C. Watkins	C. Watkins reviewed the current financial statements.	
Minutes Review	C. Watkins	November 2016 meeting minutes were reviewed by the board.	November 2016 meeting minutes were approved unanimously.
OLD BUSINESS			
Parking Policy Rule Adoption	C. Watkins	Curb painting on Dartmoor Place and Croyden Terrace is being proposed. Hearing and Comment to be held during the February meeting. Sign installment will not occur until after the painting is completed.	<i>ACTION ITEM: A new notice will be sent to residents with the SenEarthCo mailing the week of January 16.</i>

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Architectural Standards 2 nd Amendment	L. Collins	Official approved Architectural Standards 2 nd Amendment copy to go out with SenEarthCo mailing.	
Architectural Standard	L. Collins	Board to review the full Architectural Standards document for any proposed changes to the Architectural Standards. Hearing and Comment will be held at the March Board Meeting. The Official final copy will be sent to the Owners prior to final walk through and Hearing notices for continued violations.	<i>ACTION ITEM: Board to review the new full copy of Architectural Standards for discussion at the February Board Meeting.</i>
Architectural Committee	C. Watkins	The Board is requesting help/volunteers to serve on the Architectural Committee to assist with application turnaround times.	<i>ACTION ITEM: C. Watkins to post a request for volunteers on the community Facebook page.</i>
Entrance Monument	L. Collins	The Wellington Trace Association legal team of Elmore & Throop, P.C. have changed their 2015 opinion on the responsibility of the New Design Road entrance monument. In a January 2017 opinion, the legal team determined that the Association and not the apartments is responsible for the upkeep of the monument. However, the sidewalk along English Muffin way is the responsibility of the apartment owner and not the Association.	Board moved to have community landscaping company tend to the entrance monument. The motion passed unanimously.

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Lighting along Tennison Drive	C. Watkins	Lighting request for proposals (RFPs) were sent to five companies. Responses were received from two companies; the Board is waiting for a third estimate before deciding on a provider.	
Legal Matters (closed session)	C. Price	The Board met in a closed session to review pending legal matters.	
Adjournment	C. Watkins		The meeting was adjourned at approximately 7:24 PM.

Respectfully Submitted,
Heather Siefers