

Veranda Board of Directors Meeting Minutes
Friday, January 19, 2024, at 9:00am via Zoom

Board Members: Tom Cumpson, Galen Miller, Dr. William Spittler, Dr. Lyn Schmid, Brad Shulenberger

Item 1: Tom Cumpson called the meeting to order at 9:00 am.

Item 2: The board approved the December 15, 2023, board meeting minutes. The board wishes to highlight in the December 15, 2023, meeting minutes, the board approved amending the *Veranda Neighborhood Association Policy Resolution Schedule of Fines* to clarify the fine schedule and process.

Item 3: A&L Committee Report/Social Committee

- A. Dr. Spittler noted there were no A&L updates to report.
- B. Jennica Brodeur had no social committee updates.

Item 4: Unfinished Business

- A. Bradford Pear Trees - the board is not going to remove the trees, unless diseased or damaged, but the board's arborist will continue to inspect the trees. If a homeowner wishes to remove the Bradford Pear tree at his/her own expense, the homeowner should go through the A&L Committee process for further guidance on the approved removal and replacement process.
- B. Playground bench – the third playground bench is on back-order and will be installed when received and weather allows.
- C. The board reviewed concerns from a homeowner and WCPAM will respond to the homeowner on behalf of the board.
- D. Fine policy – the board finalized revisions.

Item 5: Financials

- A. The board approved the December 2023 financial packet. December 2023 Ending Balances: Checking - \$45,761.61, Savings \$64,607.74, and CD \$277,289.52

Item 6: New Business

- A. Walking path issues – the board will have RPI assess some walking path concerns and provide remediation recommendations.
- B. Snow removal – Lyn volunteered to be RPI's onsite contact while Galen and Tom are out of town.

Next Meeting: February 16, 2024, at 9:00am.

Adjournment – 10:38am.

November/December 2023 Veranda Board of Directors Meeting Minutes
Friday, December 15, 2023, at 9:00am via Zoom

Board Members: Tom Cumpson, Galen Miller, Dr. William Spitler, Dr. Lyn Schmid, Brad Shulenberger

Item 1: Tom Cumpson called the meeting to order at 9:00 am.

Item 2: The board reviewed and approved the October 24, 2023, board meeting minutes, and the 2023 Annual Meeting Minutes via email and the minutes were emailed to the community.

Item 3: A&L Committee Report/Social Committee

C. Dr. Spitler provided the following A&L updates:

- 1432 Amberly- landscaping- approved.

D. Jennica Brodeur provided the following social committee updates:

2023 Remaining Neighborhood Events Timeline

- 12/14-12/16 – ‘Buy Ahead’ NYE Luminary Kit Deliveries
- 12/15 6-7PM – Christmas Caroling in Veranda (*Rain Date: 12/16 6-7PM*)
- 12/17 1-3PM – Santa on the Porch
- 12/31 5PM – New Year’s Eve Luminaries (*Rain Date: 1/1 5PM*)

*The board unanimously approved a total reimbursement of \$1,002.81 to homeowners who financially contributed to needed items for social committee events.

Item 4: Unfinished Business

- A. Dr. Spitler made a motion to remove the plantings in the common area that were planted by the previous homeowner in violation of the governing documents, seconded by Tom Cumpson, and approved by the board. Galen Miller will discuss removal with RPI. WCPAM will notify the homeowner.
- B. (Address Removed) - The board directed WCPAM to send the homeowners a certified letter that notes the fines will stop if the homeowners submit an A&L request for the lights and the board will reduce their fines by half.
- C. The board discussed multiple violation offenders and agreed to update the fine policy as follows (updates highlighted in yellow).

Veranda Neighborhood Association Policy Resolution Schedule of Fines

LET IT BE RESOLVED THAT the following Schedule of Fines will be followed:

The Board of Directors is authorized to enforce compliance with the Governing Documents of the Association by assessing monetary penalties against homeowners who are in violation. These rules are designed to ensure aesthetic consistency in the neighborhood as a prerequisite to keeping property values high. In addition, this policy addresses administrative penalties for delinquent Association dues and returned check fees.

FINES FOR SPECIFIC A&L VIOLATIONS:

Architectural and Landscape Review Violations: architectural or landscape changes started without VNA approval OR architectural or landscape changes that detract from the A&L submission's approval guidelines:

- a. First offence: Notice with 30 days to correct the issue to the Board's satisfaction.
- b. Non-compliance after 30 days will result in a \$25 per day fine until the homeowner and Association resolve the issue.

PARKING VIOLATIONS:

No parking in the Alleys. No part of a vehicle may encroach into the alley.

- a. First offence: Written warning of the offense.
- b. Should the homeowner fail to move their vehicle or continue to park in the Association owned alleyways, the Association reserves the right to have the vehicle towed without notice at the homeowner's expense.

INFRACTIONS OF THE GOVERNING DOCUMENTS, INCLUDING BUT NOT LIMITED TO:

- a. Holiday decoration violations; remove holiday specific decorations after 45 days of the holiday.
- b. Non-compliant signage; no signs other than address, owner identification, brokerage firm sales or lease signs. For-Sale or For-Rent by Owner signs must be pre-approved by the Association before being erected. No sign may encroach on common ground.
- c. Trash can violations; no open containers, containers out of sight except 24 hours before collection.
- d. Landscape encroachment or landscape maintenance issues.
- e. Exterior maintenance of any structure on the property that a reasonable person would determine is not being properly maintained in accordance with the Association's rules and regulations, neighborhood aesthetics, and surrounding homeowner(s) have expressed concerns.

NOTICE STIPULATIONS:

First time violations of the governing documents of the Association by a homeowner will receive a courtesy notice explaining the violation and requesting immediate resolution. Should this not occur, a second notice will be sent. Continued noncompliance will result in a fine being levied and continuing daily until resolution. Following resolution should the same violation occur in the future, subsequent notices for the violation will immediately come with a fine and continue daily.

ADMINISTRATIVE FINES:

- a. Late Fees - \$25 late charge for any monthly fee not paid by the 30th day of the month.
- b. Returned check fees - \$35 for any payment returned for non-sufficient funds.

APPEAL PROCESS:

- a. Any owner receiving a fine who believes no violation occurred may submit a written explanation to the Board of Directors. The Board will review the Appeal and will decide regarding the violation in question. The Board will notify the Homeowner of their decision within 31 days of receipt of the Appeal.
- b. Should the Board rule for the homeowner, written notification will be provided to the

Homeowner, and all fines and fees previously paid for this violation will be refunded to the Homeowner.

c. Should the Board rule against the homeowner, written notification will be provided to the Homeowner and the assessment of fines will resume as of the date of the notification. The fines will continue to be assessed until the violation is remedied.

Item 5: Financials

B. The board will review the November 2023 financial packet. November 2023 Ending Balances: Checking - \$19,489.46, Savings \$72,989.19, and CD \$276,142.90

Item 6: New Business

A. The board reviewed holiday decoration violations. The board reminds homeowners that projection systems are not permitted.

Next Meeting: January 19, 2023, at 9:00am.

Adjournment – 10:05AM