

WPOA Monthly Board Meeting

Minutes

July 21, 2021 7:00 p.m.

WPOA Administrative Office 106 Pleasant Valley Road

Present: Dottie Sweeton, Sarah D'Angelo, Connie Valentin, Tommy Potts, Emory Jones, Cyndy Peterson, Gayle Athy, Jim Startz, Dean Eichelberger

Meeting was called to order by President Sweeton.

Pledge of Allegiance. Led by Sweeton.

Approval of Agenda: Motion - Startz, Second - Jones. Ayes passed.

Approval of Minutes of June 16, 2021, Motion - Valentin, Second - Jones

Agenda Items: None

President Report (Sweeton): - Suggested we establish Volunteer Appreciation Day each November. Motion to accept - Peterson, Second - D'Angelo. Ayes passed.

Treasurer Report (Athy): - \$19,000 more in approval fees so far this year.
- \$75,000 transferred from operating expense to savings.

Road Committee Report (Jones): - Pothole repairs to begin soon.
- Signs bought to post on unpaved roads where houses are being built informing potential buyers that there are no plans to pave the roads.

ACC Report (Peterson): - Discussion concerning recent filming in area.

Parks Report (Potts): - Cameras up in park - operate 9p.m.- 6a.m.

Moved to Executive Session at 8:16.

Motion to adjourn: Motion - Athy, Second - Valentin. Ayes passed

Meeting adjourned at 9:08 p.m.

Respectfully Submitted



Sarah D'Angelo, Secretary

Woodcreek Property Owners' Association
Profit & Loss Budget vs. Actual
January through July 2021

08/23/21

Accrual Basis

	Jan - Jul 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Revenues				
Interest Income	297.65	350.00	-52.35	85.0%
Maintenance Fees				
POM Fees	219,728.96	235,000.00	-15,271.04	93.5%
Total Maintenance Fees	219,719.96	235,000.00	-15,280.04	93.5%
Other Fees Collected				
ACC Fines	1,107.98	2,000.00	-892.02	55.4%
Approval Fees	32,260.60	35,000.00	-2,739.40	92.2%
Late Fees	0.00	500.00	-500.00	0.0%
PayPal Fees Collected	521.06	500.00	21.06	104.2%
Resale Certificate	25,550.00	17,500.00	8,050.00	146.0%
Statement of Account Fee	2,925.00	800.00	2,125.00	365.6%
Transfer Fee	6,778.00	8,000.00	-1,222.00	84.7%
Total Other Fees Collected	69,142.64	64,300.00	4,842.64	107.5%
Total Revenues	289,257.93	299,650.00	-10,392.07	96.5%
Total Income	289,998.11	299,650.00	-9,651.89	96.8%
Gross Profit	289,998.11	299,650.00	-9,651.89	96.8%
Expense				
Administrative Expenses				
Note - Sage Capital Mortgage	11,347.84	20,000.00	-8,652.16	56.7%
Office Expenses				
IT Expense	799.99	500.00	299.99	160.0%
Janitorial Supplies	225.92	250.00	-24.08	90.4%
Office Equipment	921.89	1,000.00	-78.11	92.2%
Office Supplies	664.16	1,750.00	-1,085.84	38.0%
Postage	616.65	1,500.00	-883.35	41.1%
Software & Licenses	1,271.35	700.00	571.35	181.6%
Telephone & Internet	1,287.10	2,800.00	-1,512.90	46.0%
Webpage Maintenance	450.00	700.00	-250.00	64.3%
Total Office Expenses	6,237.06	9,200.00	-2,962.94	67.8%
Other Administrative Expenses				
Audit /Tax /Accounting				
Accounting	3,657.50	4,500.00	-842.50	81.3%
Total Audit /Tax /Accounting	3,657.50	4,500.00	-842.50	81.3%
General Meeting Expense	19.82	250.00	-230.18	7.9%
Insurance - D&O/Prop. Liability	5,313.10	12,000.00	-6,686.90	44.3%
Legal Fees				
Legal Fees Paid	0.00	20,000.00	-20,000.00	0.0%
Total Legal Fees	0.00	20,000.00	-20,000.00	0.0%
Special Events	175.81	1,000.00	-824.19	17.6%
Worker's Compensation Insurance	250.00	250.00	0.00	100.0%
Total Other Administrative Expenses	9,416.23	38,000.00	-28,583.77	24.8%
Personnel Expense				
Contract Services	375.00	1,000.00	-625.00	37.5%
Employment Taxes	1,504.57	2,700.00	-1,195.43	55.7%

Woodcreek Property Owners' Association
Profit & Loss Budget vs. Actual
January through July 2021

08/23/21

Accrual Basis

	Jan - Jul 21	Budget	\$ Over Budget	% of Budget
Payroll Fees	8.68	750.00	-741.32	1.2%
Salary - Office Assistant	0.00	4,000.00	-4,000.00	0.0%
Salary - Office Manager	18,051.32	32,000.00	-13,948.68	56.4%
Total Personnel Expense	19,939.57	40,450.00	-20,510.43	49.3%
Total Administrative Expenses	46,955.69	107,650.00	-60,694.31	43.6%
Other Expenditures				
Office Repairs & Maintenance	0.00	10,050.00	-10,050.00	0.0%
Taxes & Fees - Real Property	0.00	650.00	-650.00	0.0%
Utilities-Office & Entrances	2,532.82	3,800.00	-1,267.18	66.7%
Total Other Expenditures	2,532.82	14,500.00	-11,967.18	17.5%
Parks & Facilities				
Chipping & Shredding Program	2,520.00	6,500.00	-3,980.00	38.8%
Heavy Trash Pickup	4,400.00	9,000.00	-4,600.00	48.9%
Mow, Trim, Debris	3,358.00	8,000.00	-4,642.00	42.0%
Parks & Entrances	5,206.31	22,000.00	-16,793.69	23.7%
Tree Trimming	0.00	20,000.00	-20,000.00	0.0%
Yard of the Month	0.00	900.00	-900.00	0.0%
Total Parks & Facilities	15,484.31	66,400.00	-50,915.69	23.3%
Roads				
Road Repairs	878.10	20,000.00	-19,121.90	4.4%
Signs - Events	0.00	200.00	-200.00	0.0%
Signs - Roads	202.80	250.00	-47.20	81.1%
Total Roads	1,080.90	20,450.00	-19,369.10	5.3%
Total Expense	66,061.67	209,000.00	-142,938.33	31.6%
Net Ordinary Income	223,936.44	90,650.00	133,286.44	247.0%
Other Income/Expense				
Other Expense				
Capital Expenditures				
Roadways - Capital Expenditures	0.00	91,000.00	-91,000.00	0.0%
Total Capital Expenditures	0.00	91,000.00	-91,000.00	0.0%
Total Other Expense	8.00	91,000.00	-90,992.00	0.0%
Net Other Income	-8.00	-91,000.00	90,992.00	0.0%
Net Income	223,928.44	-350.00	224,278.44	-63,979.6%