

# Association Meeting Minutes for the Woods POA

Minutes for meeting of the Woods POA Board Members only, Kunkletown, PA, held at Donna Zimmerman's house at 6:00 pm on April 30<sup>th</sup>, 2024.

## I. Meeting Details

Meeting communicated via text to the entire board.

Officer roll call took place at 6:00 PM  
Board members present are as follows:

Donna Zimmerman, President (DZ)  
Martin Green, VP (MG)  
Crystal Stevens, Treasurer (CS)  
Santiago Riveron – not present (SR)  
Eli Weinstock – not present

## II. Attendees

- Board Members listed above.

## III. Call to Order

- Meeting start time 6:00 PM
- No previous meeting minutes to approve.

## IV. Reports

- No reports were reviewed

## V. Old Business

- NA.

## VI. New Business

- Status of past due property taxes.
  - DZ confirmed Kirsten will update board on status of 2022 taxes
  - Confirmed that the Woods HOA must pay past due taxes or risk losing the properties in auction by County. Potential buyers of property could be detrimental to the community.
  - Agreed that property tax payments would be paid separately by years due.
- Reviewed meeting with Tom Wilkens as a possible Property Management Company option for the POA
  - Tom could provide services to apply for amenity status for common properties. This will result in a cost savings of over \$10k in property taxes annually.
  - 2022 taxes under consideration for action to recoup from builder.
  - Cost for Tom to handle exemption requests / submission estimated at \$1,500.

- Members present voted to proceed with Santiago Riveron voting approval via email.
- HOA dues – delinquent
  - Discussed investigating option to use collection agency (firm recommended by Tom (Hoffman Law) Action: DZ to discuss with collection agency
  - MG to follow up / record claim against property where finding was in the favor of the HOA.
  - CS / DZ to follow up on sending out 2024 past due – considering emailing to those homeowners with email on record.

## **VII. Open Comment**

- N/A

## **VIII. Adjournment**

- Meeting adjourned at 7:30 PM