

Williamsbrook Condominiums HOA Board Meeting  
For August 14, 2025

This August 14, 2025, Board Meeting was called to order at 6:03pm by HOA President Adrienne Foster which was held at the Central Resource Library.

**Board Members in Attendance**

Adrienne Foster, President  
Sandra Campos, Vice President  
Amy Martin, Treasurer  
Cara Lunsford, Secretary  
Debra McDaniel, Member At Large

**Centennial Management Representative in Attendance:**

Lisa Allison, Community Manager

**Homeowner's Forum:**

Cheryl Kipp was present to share 3 points with the Board.

**Approval of May 1, 2025, Minutes:** MOTION to approve the May minutes was unanimously approved.

**Monthly Reports:**

**President's Report was provided by President, Adrienne Foster**

- The fix to the storm drain is showing improvement.
- Vendors for landscaping, etc. have been met with.
- The board could potentially host a workshop to discuss the budget with more homeowners, in an effort to communicate clearly with residents.

**Treasurer's Report was provided by Treasurer, Amy Martin**

- The CD is approximately \$78,466 and the Reserve is at approximately \$142,106.
- The insurance assessment has been paid by nearly all homeowners; waiting on 2 more.

**Centennial Management Report provided by Lisa Allison:**

- The Pool Gate code and lock will be updated. Possible key was found - Board will follow up.
- Axela Collection Agency - new feature offered by Centennial, Board will discuss next meeting.
- First Citizen Loan - potential company to work with.

**OPEN ISSUES**

- 7474 reported tree trimming needs - tree walk with Scott will be scheduled for late September.
- Trees growing between fences - still working with the City to determine who's property it is and who should manage the growth.
- 7476 requested gutters cleaned - Board unanimously approved Atlas to clean gutters in Fall after leaves have fallen.
- 7438 leak in ceiling - in progress, Jim is in contact with Andersen on the issue and Lisa will follow up on paint color.

## **WORK ORDERS**

- 7430 - trim bushes - discussed with Jim and will schedule another walk through.
- 7414 - Bats - two-way valve being installed in August.
- Porch lights photocells replaced in 7418, 7424, 7434, 7436, 7438, 7450, 7462 - resolved.
- 7466 - Wasp Nest - resolved.
- 7466 - Raccoon in dumpster by building #6 - resolved.
- Pool rope, floaties, and lifesaver ring replacement - resolved.
- Brick repair at the pool - resolved by Jim.

**ARC REQUESTS:** No new requests.

## **UNFINISHED BUSINESS:**

- WaterOne was contacted about Fire Hydrant concern - will follow up.
- Seal Coating - following up on the record of bids for blacktop sealant.
- Grills on decks - Lisa will send a letter to communicate safety concerns.
- Painting of Pool House - Jim replaced the boards, ready to schedule painting when the weather cools down.

## **NEW BUSINESS:**

- CD matured on 5/10/25 and was renewed at 4.0% for 6 months. Matures 11/16/25.
- Request for Proposals: Board approved the Property Management Company proposal to be sent to potential companies.
- Critter Control - Board approved checking buildings for potential access points as a preventive measure.
- HOA Express Website was renewed for 2025/2026.
- Chimneys and siding replacement for Building #4 was unanimously approved by the board.
- The next board meeting will be held on October 9th, 2025 at 6:00p.m. The budget meeting will take place November 11th, 2025 at 6:00p.m.

**MOTION** to adjourn the meeting by Lunsford and seconded by Martin at 7:56 p.m. The motion was unanimously approved.