

**WOODMILL TRACE HOA MEETING**  
**Board of Directors Meeting**

**July, 14, 2023**

Members Present

Anise Black, President

Bert Neuman, Treasurer

Christa Luna, Secretary

On July 14, 2023 a BOD meeting was held by the Board of Directors noted as present for the purpose of discussing HOA BOD purchases and obtain quote.

The HOA has determined the need for office supplies.

Christa Luna Secretary made a Motion to purchase a printer to be used solely by the HOA only for HOA purposes along with required ink and paper. She included in her motion to purchase additional FOBs as the database and inventory of HOA FOBs were down to 4 working FOBs. The motion also included the need to obtain a quote from Johnson Pools and an electrician to add an Exit button as a security measure for members to exit the pool area in an emergency. Anise Black second the motion.

Bert Neuman stated this was the means of purchases in a previous HOA board he was treasurer. Bert requested the other members that going forward he would like to establish an HOA credit card to purchase HOA approved by the board purchased items to avoid purchasing through personal funds and getting reimbursed through EREM.

Anise Black agreed we need to purchase one card and the board members could share the card for approved purchases.

Christa Luna concurred.

Meeting was adjourned as this was the only item of business for the Board to discuss.

Respectfully submitted,

Christa Luna, Secretary