



Woodfield Homeowners' Association Inc.  
C/O Investment Property Services  
102 Larch Circle, Suite 302  
Newport, DE 19804, 302-994-3907

Woodfield HOA Annual Meeting, Thursday November 14, 2019, 6:15PM  
Room 220, Kent County Levy Court

1) Welcome Members and Guests

Members and Guests were welcomed at 6:15PM

2) Pledge of Allegiance 6:16PM

3) Moment of Silence 6:19PM

4) Introduction of Woodfield Board of Directors

Each Director was introduced to the attendees

5) Introduction of IPS Property Manager

The new Property Manager was introduced to the attendees

6) Councilman Jody Sweeney – Guest Speaker

Councilman Sweeney, who spoke after Cpl. Pepper due to a schedule change, touched on the following topics: Impervious space, escrow items, BMX biking, soccer fields and tournaments, Hotel occupancy tax, Faithful Friends, Feral-Homeless cat issues, public meeting notices, no property tax increases, and reassessment in 2020/2021. Councilman Sweeney also mentioned his open door policy, and invited all interested parties to the monthly Levy Court meetings.

7) Cpl. Heather Pepper – Guest Speaker

Cpl. Pepper presented an in-depth safety presentation including the State Police Web Site <https://dsp.delaware.gov/> and walked us through the site showing how we access information regarding safety, crime reports, contact (911 and non-911 calls) information as well as traffic issues, smart 911, community outreach and other issues. Cpl. Pepper also invited all to attend the monthly Kent County Crime Watch meetings, Levy Court, and the public safety meetings held at the new Troop #3 location on State Street in Dover.

8) Woodfield Business

a) Parking Violations – Due to the HOA obligation and duty to enforce covenants, many of us have recently received parking violation notices leading to a rise in homeowner complaints. The board is requesting responsible suggestions and how we may handle this situation now that the regulatory climate for HOA's is under scrutiny. (See Below)

b) Neighborhood Community Watch – Due to liability issues, our neighborhood watch group is the eyes and ears of the community, not an enforcement organization. The group is independent from the HOA, and the Board, and is self-sufficient.

c) State Police Patrols, Speed Humps – State Police Patrols have increased in Woodfield at our request. Woodfield has also requested a DelDot study for possible speed hump installation.

d) Covenants and By-Laws – input needed from residents; Woodfield's covenants and by-laws are over 20 years old and were most likely copied from documents older than that. Needless to say they need updating for a number of reasons including legal regulations. This process has begun and we ask all residents to supply responsible suggestions for document improvement. The process will take a while and needs to be finalized through legal channels prior to being distributed to homeowners for their vote.

e) Financial Statements – Pro Forma financial statement were distributed at the meeting and may be requested from the Property Manager. The next financial statement is scheduled for our fiscal year end.

f) Town Hall/Safety Meetings, Annual Meeting – We plan at least two town hall/safety meetings next year at Troop#3, possibly March and July. The Annual Meeting should take place in the Levy Court around October or November 2020.

g) Web Site, Property Manager, Phone Calls, Emails, Postal Mail, Facebook (unofficial), Signs – these items are the ways you can contact the Board, Property Manager, Legal Staff and/or obtain information.



h) Questions/Open Forum – the open Woodfield HOA forum, and end of meeting discussions included topics of: Parking rule updates, shed information (portable, number and size), pond cleanup schedules, snow plowing issues, solar panel regulations, over the air TV reception, Street-Light outage call in, sink-hole and flooding issues, speeding in the development, yard-sales, trailers and boats, Kent County information listings, Street ownership, resident fiduciary and neighborhood responsibilities and other items. Information may be gotten by using the contact processes listed under item ‘G’ above. Both the Property Manager and Board contact information are on this page.

These Agenda Highlights can be found on the web site: [whoamagnolia.com](http://whoamagnolia.com).

The Annual meeting was formally adjourned at 8:00PM and several small group discussions subsequently ensued.

NOTE: During open forum, each member may address the board for up to three minutes. A director or manager may briefly respond to statements made or questions posed. Speakers must observe rules of decorum and not engage in obscene gestures, shouting, profanity or other disruptive behavior. If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must follow the Meeting Rules listed at the bottom of this agenda.

**MEETING RULES:** No audio or video recording, or photos, allowed by attendees. (However, the Secretary may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared.) Members/attendees may observe the meeting but do not have the right to participate in the Board's deliberations or votes. Members may address issues during the Open Forum portion of the meeting. Members/attendees may not engage in obscene gestures, shouting, profanity or other disruptive behavior; if anyone becomes disruptive, they may be expelled from the meeting and face possible sanctions.

*Woodfield HOA Board of Directors*

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