**Standards Committee Meeting Minutes**

**Date: July 6, 2021**

# Homeowners Forum

Peter (Village) raised issue of AAI notice and comment – during Rules updates was stated that AAI will now go out for notice and comment. Also wanted to speak up about someone else’s AAI (in support of). Comment was not considered, as the Standards Committee has to make a decision solely based on the AAI application, and the community documents (Rules, Declaration, ByLaws).

No other homeowners spoke up.

# Minutes Approval

Minutes from June 1 meeting approved, with one addition.

Theda has sent to Peter to post to WW website.

# Rules Project Update – Marinelli

Rules updates are with the Attorney.

Proposed new AAI is with the Attorney – thus legal opinion will be obtained on insurance requirements for Woodmoor which has been the continuing issue for AAI.

AAI form will be sent for Notice and Comment once approved by Board.

# Council Color Charts

615 Thoreau Circle added to Woodmoor color chart.

Color charts for Woodmoor, Village, Townhomes and Duplex have been posted to the Website.

Still do not have a color chart for the Ridge – Marylin volunteered to put it together. Once completed, will also post to WW website.

Theda has sent her a blank Excel form to complete for the Ridge, based on the Woodmoor format.

# Village Artificial Turf and Putting Green

AAI submitted for installation of Artificial Turf with a Putting Green. AAI was denied. Village Council sent email that AAI should not have needed to be submitted. Subsection 6.1 in the Rules states that AAI must be submitted for all but small plantings.

Subsection 6.1 applies to both Village and Ridge. This will be split into two sections, one for each and moved to their respective council-only sections (existing approval process will be followed).

Marylin will work with Village council to reword this, adding content regarding process and allowables for ground cover (ex: turf, stones etc), as well as content for putting greens and similar items.

# AAI Processing

Discussion of following points in AAI processing:

-- simple majority required to approve/deny but all members should respond for completeness

-- cite rule used for approval or denial

-- some submitters not completing the signature section. Section to be updated for clarity. Theda will send updated copy to Jill to submit to Board for approval.

-- discussion of conditional approval of AAI, pending documentation – Unit Owner is responsible for submitting complete AAI, and partial approvals leave room for error , so will continue requiring complete AAI for approval

# Source Documents

There are a number of documents that are periodically updated by the Standards Committee. Once approved, they are then posted to WW website as PDFs.

SC does, however, require a repository for the source Word documents that are used to make the updates, or that are in working or draft or pending approval status. Currently this is on a member’s PC, and we need them to be accessible to all.

Peter (Communications Cmte) was asked to investigate whether this could be hosted on the existing WW website. (He subsequently reported via email that documents stored on the WW website would be public.)

Sainath volunteered to be the IT lead on looking at another solution for storing documents and will work with Theda for requirements and documents to post. The plan will be discussed at the next meeting.

# Other:

1. Need SC representative from the Ridge. Jill has reached out to Ridge Director.

2. Theda Marinelli announced that she will be leaving Standards Cmte in the fall, as soon as a Duplex replacement can be identified and trained. Need for replacement has been submitted for July Duplex Council meeting agenda.