



April 8, 2015

Dear Woodbine Homeowners,

Here is a Woodbine HOA update for the first quarter of 2015.

CABLE TV DIGITAL CONVERSION

- We are timing this notice to be a final reminder that as of May 12, 2015 Cable One will be an all-digital service and if you do not have a DVR machine or a digital converter box you will no longer be able to access Cable One services. However, you will still be paying for cable TV as part of your HOA dues; we have a bulk agreement with Cable One that significantly lowers your cost of cable TV that services the whole property. Individuals cannot opt out of the bulk agreement.
- As we have announced many times and in many forums (including mailings, e-mails, posts to doors and on the website for Woodbine) Cable One will be coming to Woodbine on Friday, April 10th and again on Saturday, April 11th to install digital cable converter boxes in every condo that signs up. Each condo is allowed 2 converter boxes with no charge for the box or installation. However if an owner vacates their unit either by sale or turns it into a rental, and if the digital box is missing in some way, the homeowner will be liable for the cost of the digital box - \$100.
- And remember that any additional boxes over the 2 free ones need to be set up and paid for on your own Cable One account just like any additional premium channels (HBO, etc.), additional equipment like a DVR or TiVo, or Cable One internet service.
- If you have made an appointment for the free digital cable converter box installation for **Friday morning, April 11th or Friday afternoon, April 11th, or Saturday morning, April 12th or Saturday afternoon, April 12th** then you are all set. If you have not made arrangements for a time for installation and access to your condominium, please do so by Thursday at 2pm. Thank you in advance for helping us help you!

POOL OPENING SCHEDULE

- **On April 24th** we have scheduled our pool vendor to take the cover off of the pool, apply any chemicals needed to adjust the water after sitting all winter, test our pumps, etc. and start heating the pool water.
- **On April 27th** we hope to plant our seasonal flowers for the pool area and on **April 29th** we expect to put out the pool furniture – both dates weather pending.
- **On Friday, May 1st** we expect the pool to be warm and open for our homeowners, renters and guests.

RECENT WEBSITE POSTINGS

For those of you who have an interest in the operations of Woodbine the following documents have been posted on www.Woodbine-HOA.com so far this year:

- January and February 2015 Financial Statements (March will be posted next week when the documents are complete)
- The 2015 Woodbine HOA Budget
- Minutes of all HOA Board meetings for this year during February and March – including the Annual Homeowners Meeting Minutes as held on February 26th.

NEW OFFICE MANAGER

All of you who attended the Annual Homeowners Meeting in February were introduced to Leslie Warren who now represents Pro Management and has proven to be a very efficient and productive addition to our team. Leslie comes from a background of extensive customer service and hotel management. Please meet and greet Leslie at your earliest convenience and pick up a copy of our new **Woodbine Owner Information Packet** which contains essential details about living at Woodbine Condominiums.

PROPERTY INFORMATION

Office Address:

Woodbine HOA
3601 Gekeler Lane
Boise, ID 83706

Property Management:

Pro Management, LLC
1775 W. State Street #200
Boise, Idaho 83702

Office Phone: (208) 440-0132 **Emergency only:** (208) 440-0443 **Office Facsimile:** (208) 514-0438

e-mail: woodbine@spro.net **HOA website:** woodbine-hoa.com

Office Hours: Monday 10 am – 6 pm / Tuesday through Friday 10 am-2 pm

Mailbox Key Information:

Main US Post Office
770 South 13th Street, Boise ID 83708
(208) 433-4351 hours: 7:30 am – 5:30 pm

Woodbine Board of Directors:

Most every administrative issue can be handled by contacting the **onsite office manager** during the above identified office hours. However if there is a need or desire to communicate directly to the Woodbine HOA legally mandated property authority the process to do this is identified below.

Woodbine HOA has a Board of Directors (President, Vice Presidents, Secretary, and Treasurer) that are elected annually and conduct various meetings to oversee the operations and maintenance of the property including the contracted management company. Current Board members can be found under “*About Us*” on the Woodbine website (woodbine-hoa.com). There are three ways to contact the HOA Board:

1. Directly e-mail the Board at WoodbineHOABoard@gmail.com
2. Prepare a written comment, complaint, or inquiry with appropriate documentation and deliver it to the Woodbine office so that it may be passed on to the Board for consideration.
3. Request to attend the next Board meeting so that you may be given time on the agenda; you must include your topic for presentation or discussion with appropriate documentation.

Sincerely,
Your Pro Management Staff