

VWPOA Budget Meeting Minutes

April 11, 2023, 7:30 p.m.

200 Appalachian Way

The meeting was called to order at 7:32pm.

In attendance: President Michelle McDaniel, Vice President Nicole Ramsey, Secretary Sammi Hicks, Landscape & Maintenance Chair Chris Doran; Pool chair Ronnie Gilbert, Welcome Chair Kari Gibbs.

With three voting members in attendance, a quorum was present.

March 2023 meeting minutes were approved as written.

Treasurer's report:

Operating fund balance as of 3/31/23 was \$73,451.95 and reserve fund balance on that date was \$38,370.70.

Per Michelle, three homeowners have made no contact whatsoever or attempted to pay 2023 dues. They are all people who have been difficult to collect payment from in the past. Late fees will apply to these homeowners. 10-12 other homeowners are currently on payment plans.

Vice President's report:

Yard of the quarter was awarded to Dwight and Karla Dingenthal on Appalachian Way.

Reminder letters regarding covenant violations were recently sent via email to 53 homeowners, many regarding the need for fresh mulch in their flower beds. Thirteen people responded to the emails and four of them were forwarded on to the architecture chair with issues that require approval, such as retaining walls, the addition of a deck in the front yard of a home, and a roof repair. Homeowners were given until the end of May and mail-out violations will go out thereafter to those who have not addressed their issues.

Secretary's report:

Sammi sent out a spring newsletter on April 1st, which was sent to all homeowners who have provided email address.

Sammi created a folder in the google drive entitled "correspondence by property" and created 95 individual folders for each property in the neighborhood. She asked that board and committees save copies of all correspondence sent to individual homeowners within the corresponding address folder. This will allow or electronic document retention by property address. Michelle asked that correspondence within these folders be grouped by year to make things easier to find.

Pool report:

Ronnie was given a check for \$500 to pay for the City of McKinney's annual pool permit.

The board discussed a rusted flowerbed edging in front of the pool and Chris will get it fixed.

It will cost \$300 to repair the east retaining wall at the pool, \$750 to repair the west wall, and placing another small wall along the south edge of the property to help prevent erosion will cost another \$1940.

This is significantly less than all other quotes we have received. The board approved an allocation of \$2990 to Spartan masonry for these capital expenses.

JB lawncare gave the POA an estimate of \$3400 for the French drains, gravel, soil, and sod along the east side retaining wall of the pool, along the West property. A drip line around the pool house will cost \$800 and will protect the foundation of the pool hose. The board unanimously approved an allocation of \$4200 to JB lawncare for these expenses.

The wood fence along the retaining wall will be replaced with a wrought iron fence, as previously decided by the board. Chris has a contact for the for the company who repaired the fence in the past and will contact them about pricing to remove the wood fence and placing a wrought iron one.

The sidewalk needs to be repaired at the corner of the street in front of the pool, where the handicap ramp is. Michelle has taken pictures and will put in a request with the City of McKinney.

Architecture Committee report:

Nicole received correspondence from a homeowner who is resurfacing their pool, fixing a damaged fence and shed, and re-doing their landscape. Nicole passed their email on to Kyler.

Landscape & Maintenance report:

Per landscape chair Chris, mulch is almost done around the neighborhood and the cost for that was \$2100. Chris received a quote of \$1200 to change out the Lake Forest entrance beds with new edging, mulch, and low bushes along the wall. The tall, spiraled junipers have spider mites and will be removed. Michelle would like to see something taller on either side of the "Virginia Woods" sign and the board agreed that holly would be a good option. Chris will find out the additional cost for holly bushes. There is some landscape maintenance that needs to be done at the corner of Lake Forest and Virginia, such as removing a dying crepe myrtle and old lily bulbs that have sprouted there. Chris will get pricing for this work.

The tree service is edging and mulching around the concrete pad at the park to help with erosion and this was negotiated as part of the annual contracted tree maintenance. There are also many large trees that need to be trimmed at the park which are not part of the negotiated contract. The board unanimously approved \$2500 for this purpose and Chris will see how many of the large trees at the park can be done for this price.

Social Committee:

The social chair position is still open. The board is looking for someone to perform this role.

Welcome chair Kari Gibbs has met the new homeowners at 4706 Jamestown and will soon be delivering a welcome basket. She asked board members to review the information letter that will be provided in the welcome packets and ask if any further information should be included. The board was happy with the information as written. Kari shared updates on two other homes that had recently sold or were under contract.

Old Business:

The damaged wall at the Virginia entrance has been repaired. The cost for the wall repair was \$2260. The mason will also provide the POA an estimate to repair the retaining wall on the northeast side of Virginia near Lake Forest, where the vine is growing through the mortar there.

New Business:

The annual meeting will be at the pool on Saturday May 6th at 11 a.m. A letter has been prepared by Michelle and will go out soon. Kari will make door hangers to hang on her evening walk.

A homeowner requested that the board livestream the annual meeting through another app aside from Facebook because she feels it is biased. The board discussed options and agreed to use Google Meet, which is a platform the VWPOA already pays for as part of its Google Workspace. They felt that the options the homeowner requested (Microsoft Teams and Zoom) wouldn't work because fee options for both platforms only allow for around 40 minutes of meeting time and the annual meetings often last longer than that. Michelle will respond to the homeowner and let her know what platform will be used and to expect an email from Sammi with instructions on how to log on for the annual meeting.

Michelle asked all who were available to stay to prepare the mailing for the annual meeting notice.

Meeting was adjourned at 9:04 p.m.