

VWPOA Regular Board Meeting Minutes
October 10, 2023, 7:30 p.m.
Fire Station #5

The meeting was called to order at 7:31pm.

In attendance: President Michelle McDaniel, Vice President Nicole Ramsey, Secretary Sammi Hicks, Treasurer James Trewin, and Pool chair Ronnie Gilbert.

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

September 2023 meeting minutes were approved as written.

Treasurer's report:

Only one homeowner is not complete with their dues payments for 2023. They are on a payment plan and James will contact them with an email reminder for the remaining amount due.

Extra expenses since last meeting were minimal. A new hot water heater was installed for the pool house bathrooms (\$1150) and the cost of a service call to fix/tighten the safety rails on the pool stairs. In addition, there was an electrical fix (new ballast for the light) needed in the pool equipment room (\$150) and the installation of another GFCI outlet (\$225) in the bathroom to bring it up to code. Tree trimming costs for the park were \$2100 in September.

Operating account balance as of 9/30/23 was \$33,916. Reserve account balance as of 9/30/2023 was 38,370.

Budget projections currently show a \$1200 overage, but there are funds to cover that in the reserve fund.

President's report:

On October 3rd, VWPOA's insurance company took over the claim for the damaged brick wall on Lake Forest. The driver wouldn't return calls to her insurance company and that company wouldn't pay out without talking to the driver. While VWPOA may need to cover the cost of the deductible up front, it would ultimately be reimbursed to VWPOA when the driver's insurance finally pays out. Michelle has gotten a few quotes and will follow up.

Michelle spoke to a law firm who VWPOA has worked with in the past. They charge by the hour and/or legal task. They will send Michelle a contract. Michelle motioned, Sammi seconded, and the board unanimously voted to sign this contract and have two board members visit the firm to discuss some of the concerns the board was having regarding legal actions with homeowners, what happens if no homeowners fill the empty board seats, etc.

Vice President's report:

Nicole met with someone from the city to visit the easement/flume between Jamestown Lane and Virginia Woods. The area was so full of fallen branches that they couldn't go more than halfway up the flume. The city employee was going to ask for input from the storm drain people. Nicole received an email stating that the city is not responsible for clean-up. Each property owner along the flume needs to ensure their own section is free of debris. The city will only get involved if they feel there is a failure or pending failure in the storm drain structure itself (inlets, manholes, head walls, storm pipes, etc.). Nicole suggested that with this

information, VWPOA will have to monitor this area and send violation notices for debris, damaged back fences, etc. and all board members agreed.

Secretary's report:

The fall newsletter went out shortly after the last meeting. There was a downloading issue that only allowed homeowners to see half of the newsletter, but webmaster Jason was able to fix the problem.

Pool report:

Ronnie and Sammi are meeting on October 11th to put away chairs and close the pool for the winter.

Sammi has gotten a partial quote of \$6331.19 for wrought iron fencing. This includes replacement of the wood fence on the retaining wall on the east side of the pool and replacement of the rusted fencing around the pool entrance gate and the baby pool perimeter fence, including an expansion that would allow for more space in the baby pool area. In addition, this cost would include a wrought iron arch above the gate to prevent people without a key from entering the pool. The contractor suggested that board members need to decide what type of shade structure is desired in the pool area, because quotes can range anywhere from \$1800 to \$35,000 based upon the type of structure that is installed. Sammi spoke to a rep from USA shades, who installs commercial shade awnings, and their pricing starts at around \$25,000 for their smallest option, so they are not a viable option due to price constraints.

A homeowner offered to install shade sails for us at cost, however he has been unable to get anyone from the city permitting office to respond to his calls and email messages.

The pest company came to look at the pool for area never emailed back with a quote. Michelle will follow up.

The Night Owl security app for the pool isn't working again. Nicole will discuss with Jason.

Architecture Committee report:

No committee report provided

Landscape & Maintenance report:

Hollies that have died at the Lake Forest entrance still haven't been replaced. Michelle has emailed Rocky about it and is waiting to hear back.

Social Committee:

National Night Out went well. There were several homeowners/renters who participated and it was nice to see several new faces. Nicole motioned and Sammi seconded that the board reimburse Nicole for the inexpensive signage that she bought for the event since this is a recurring event.

Old Business:

Per Michelle, the mason who agreed to fix the broken capstones along the exterior brick wall had been out due to injury, however he has recently returned to work. Michelle motioned, Sammi seconded, and the board agreed to have the capstones replaced.

New Business:

The board is still getting quotes for Christmas light installation.

The notice for the annual budget meeting was sent via blast email and was posted on the website and in the neighborhood Facebook group. The meeting will take place October 17th at 7:30 p.m. at 200 Appalachian Way.

Budget Planning Discussion:

Annual landscape costs include three separate contracts for basic landscaping service (mowing, edging, spring cleanup, etc.), regular tree trimming, and irrigation maintenance. Other landscape costs include general landscape maintenance (edging) additional bushes/flowers, and this line item is currently \$1700 over the 2023 budget projections. There will also be costs for mulch, fertilizer, leaf removal, and uncontracted tree trimming (work needed after storms, etc.). Another expected cost will be to fix the irrigation system at the park and the addition of soil and sod to cover the wood chips that have been placed there to help fill the eroded areas. Michelle will get with Chris to verify contract costs.

Michelle asked Ronnie to speak to Southernwind to verify the cost for the pool service in 2024.

The board discussed increasing the administrative budget to include the cost of the Google Workspace, emails, etc. In the past this has only included costs of printing, paper, and postage as well as the cost of the VWPOA post office box.

The board discussed the prospect that increased costs and the addition of a legal line item may result in an increase in dues, which will be decided at the budget meeting.

Meeting was adjourned at 8:50 p.m.