

VWPOA Regular Board Meeting Minutes

April 16, 2024, 7:30 p.m.

200 Appalachian Way

The meeting was called to order at 7:37pm.

In attendance: President Michelle McDaniel, Secretary Sammi Hicks, Treasurer James Trewin; Welcome Committee Chair Kari Gibbs, Landscape & Maintenance Committee Chair Chris Doran, Pool Committee Chair Ronnie Gilbert, homeowners Stephen & Lorin Hayes.

Regular board meeting minutes for March 2024 were approved as written.

Treasurer's report:

Balance for operating funds as of 3/31/24: \$47,464.07

Balance of reserve funds as of 3/31/24: \$38,375.39

Unplanned expenses: \$143 for VWPOA checks, \$400 for annual flag lease, \$750 in irrigation repair.

Accounts Receivable: Two homes are short \$50 for dues, seven homeowners have contacted James and have an outstanding balance/partial pay, one who has contacted James but have not paid, 3 have not contacted James or paid.

Taxes will be done by Rick Downing in October.

James will continue to use QuickBooks and does not need the add-on features that are about to expire.

President's report:

Stephen Hayes has agreed to run for president.

Michelle shared a draft of the letter for the annual meeting, which will go out within the next few days.

Vice President's report:

Sammi sent out letters to the whole neighborhood. Roughly half had violations and half did not. The letter explained the common kinds of violations seen in the neighborhood so that homeowners know what the VWPOA is looking for with respect to compliance. Homeowners are responding to the letters. Sammi will make a spreadsheet of homeowners and violations for Michelle to work with to track the resolution of violations.

Sammi explained what a chapter 209 letter is, as this is the next step in the violation process. Certain things are required in the letter in order for the legal process to move forward.

Secretary's report:

The management certificate was created by the lawyer and filed with the Texas Real Estate Commission and Collin County, so VWPOA is now in compliance.

Architecture Committee report:

No committee report provided.

Welcome Committee report;

No welcome baskets delivered and no homes sold in the past month.

Landscape & Maintenance report:

Chris said the lawn service is doing a great job but he is having a hard time communicating with them, possibly as the result of a language barrier. Michelle will contact Roberto with the issues Chris wants to address.

Chris would like to install new black mulch at the entrances. He would like to fertilize trees and shrubs along the perimeter of the neighborhood. Fertilizer will cost \$165. Michelle asked him to submit the receipts to the treasurer.

Chris asked the board if they wanted flowers in the beds again this year and they said yes.

Per Chris, the area between the pool sidewalk and the curb along Jamestown Lane needs supplemental soil and sod.

Rocky is still putting rough mulch in the park in order to build up a base around the walkways. The board wants him to keep dumping it along the sidewalks to build up the area further. He will be asked not to dump it in the playground area.

Pool Committee:

Ronnie is working on getting the electrical inspection done and the pool permit approved. These need to be done prior to opening the pool. Right now the board is planning to open the pool after the annual meeting and close it at the end of September.

Ronnie is going to order a new "pool closed" sign because the old one is worn and torn on the corners. He also got two resin picnic tables and the old wooden ones will be disposed of following the annual meeting.

Social Committee:

Annual Meeting is 5/11/24 at 11 a.m. at the pool. Ronnie will cook the brisket. Sammi will bring BBQ sauce, baked beans and potato salad. Lorin is bringing water and cookies. Kari is bringing corn salsa and chips. Michelle is bringing watermelon.

Old Business:

The shade structure paperwork is still in the permitting process, which can take 2-3 weeks, but it has been delayed since there is not a survey of the property, as the contractor needed to make a drawing of the work to be done. VWPOA has paid half of the cost of the project to Southernwind and will pay the remainder upon completion of the job.

New Business:

Sammi asked about awarding lawn of the quarter and the board discussed options.

The meeting was adjourned at 8:51 p.m.