

**Virginia Woods Property Owners' Association**  
**Minutes of Board of Directors Meeting**  
**4802 Jamestown Lane**  
**April 17, 2020**

The meeting was called to order by the VWPOA President, John Hicks at 1:08 pm. Other members of the management team present were: Vice-President, Michelle McDaniel, Treasure-James Gibbs, Secretary-Shaun Gilbert, Sammi Hicks-Architect, and Ronnie Gilbert-Pool Chair

**President/John-**The Annual Meeting is scheduled on Saturday, May 09, 2020 at 2:00 PM. However, due to Covid-19 outbreak and quarantine, it was decided that the meeting should be rescheduled. Various dates were discussed, and it was unanimously decided that the meeting would be rescheduled for Saturday, June 01, 2020 @ 2:00PM. Initially, VWPOA Face Book page will be updated followed by a letter with a proxy to be sent will be sent to each homeowner. A contingency plan for this meeting was discussed and that information will be updated and sent in the letter.

**Vice President/Michelle-** A few violations per covenants were discussed and Sammi stated that friendly reminders have been sent. Michelle has agreed to contact one homeowner to address the situation and to continue to monitor the neighborhood to ensure compliance.

**Treasurer/James-** We have 15,000 in our savings and 46,000 in our checking accounts. At the present, we have 7 families that have not paid their accounts in full. However, I have received emails from 4 families that have requested payment plans but the other 3 families have not communicated to this date.

**Sammi/Architect-** Complaints have been received regarding the following: boat parked in driveway and dogs that are being boarded. A friendly reminder has been sent and the next mail out will include a more formal letter. It was discussed that the board would have to amend the covenants to add fines and fees for covenant violations and this could be discussed at the annual meeting.

**Ronnie/Pool –** The scheduled maintenances are being performed as agreed. John inquired if the current permit was valid and if an inspection had been done by the city since the new updates. Ronnie will get this information from Chris, former pool chair. Sammi mentioned that the sand must be change before the pool is opened. Also, Kelly will be resurfacing the area that may be prone to slipping.

John/President made a motion to adjourn the meeting @ 1:47 and James made a motion to accept.