

VWPOA Regular Board Meeting
October 10, 2020, 3pm
112 Appalachian Way

Meeting called to order at 3:06 p.m.

In attendance: President Michelle McDaniel, Vice President Nicole Ramsey, Secretary Sammi Hicks, Treasurer James Gibbs, Architecture Chair Larry Anthony, Pool Chair Ronnie Gilbert, Landscape Chair Chris Doran.

Since all four voting members were in attendance, a quorum was established.

Sammi Hicks motioned that the minutes from the last regular board meeting on August 7, 2020, be approved. Nicole Ramsey seconded the motion, and the minutes were approved as written.

Minutes from the October 3rd VWPOA Executive Board will be approved at a later date.

Per Michelle McDaniel, the purpose of today's meeting is to plan for upcoming October 23rd budget meeting. The notice was mailed out on October 9, 2020 and some homeowners have begun to receive them. The meeting will be open to the whole neighborhood. Each chairperson will be given a time period to discuss their committee's budgetary needs for 2021. Parking on Virginia Woods and Jamestown during the school drop-off and pick-up times will be discussed at the Budget meeting. The fence between the pool and a neighboring homeowner will also be discussed.

The cost of repairs for the damage incurred in the police incident at the Lake Forest entrance has been partially funded by our insurance company. There are still a few repair items outstanding and our insurance company stated that they will fund the additional amount required and fix the damage even if it exceeds the amount they estimated. They will seek these additional funds from the auto insurance company of the person who caused the damage. Chris is working on getting the electrical repairs quoted so that the costs can be finalized and the work can be performed.

Michelle McDaniel proposed that \$1000 be added to the cost of insurance in the annual budget in order to cover the cost of the insurance deductible in the event a claim is made. Michelle suggested that the \$1000 can roll over into the reserve fund if it goes unused. Sammi Hicks seconded the motion and it was unanimously approved. If this extra \$1000 goes unused, the money will go into the reserve fund.

Michelle McDaniel suggested that the annual legal budget line item be raised from \$250 in the event that the board has to pursue legal action against a homeowner who refuses to pay dues or to properly maintain their property. The board agreed that it was a good idea to keep funds

in the budget for that, but a dollar amount was not decided and will be finalized at the October 10th meeting. Any funds not used would go into the reserve fund.

Social/web/flag/welcome/décor budget has been allocated \$1600 in past years. This year only \$400 of that has been spent on the flags, because Covid restrictions prevented large gatherings. Board mutually agreed that the flag expense should be continued. In addition, it was suggested that \$125 be allocated for yard of the quarter and Christmas decoration awards for homeowners. Lastly, Sammi suggested that the cost of annual Christmas light installation at the entrances should be included in the budgeted amount for 2021.

Per landscape chair Chris Doran, despite multiple efforts to work with Greentex, our current landscaping company, they haven't met the needs of the neighborhood. Michelle proposed, Nicole seconded, and the voting members unanimously approved giving notice to discontinue service with Greentex.

Michelle proposed that the remainder of the budgeted funds for 2020 landscape contract be used to address current landscape deficiencies, including acorn cleanup leaf cleanup, and improving the entrances (plants, edging, and mulch). Nicole seconded the proposal and voting members unanimously agreed.

To date, James indicated that there is about \$800 left in the maintenance repair budget for 2020. Michelle suggested that this money be put towards the cost of performing some electrical repairs at the same time the damage from the accident is fixed. Voting members unanimously agreed to put those remaining funds towards electrical repairs.

The cost of replacing the fence between the pool and the home next to it was discussed. The homeowner suggested that he will cover the labor for the fence if the POA covers the cost of materials. Nicole suggested that a document be drawn up stating the agreement reached between the two parties. Michelle will meet with the City of McKinney to find out what requirements for commercial pools.

Budgeted expenses for administrative supplies was discussed. This includes the annual cost of the post office box and the postage and materials needed to complete neighborhood mailings. Chris offered to have the mason who will give estimates on the brick wall also give an estimate for a mailbox installed at the pool. Michelle suggested that the annual administrative costs be increased to at least \$650.00.

Suggested pool expenses for 2021, in addition to the cost of regular pool service, include: autofill for baby pool; repair/replace the fence around the baby pool; an exhaust fan for the pump room; \$100 in additional funds for chemical testing kits, chlorine, soap, and cleaning supplies. A total of \$750 will be budgeted in 2021 for the cost of staff to clean the pool and bathroom areas in the summer. Ronnie will look into autofill and exhaust fan. Nicole will get an estimate for the baby pool fence. The current cost of pool phone is \$92 per month and is required by law. Nicole will also call AT&T to attempt to lower the phone cost.

The pool is closed for the winter months. Chairs were put into one of the bathrooms and those have been locked for the season.

The neighborhood water bill is over budget again for 2020 because of yet another leak. The leak along Virginia Parkway has been located and fixed by the City of McKinney. Chris has put in a request to receive a credit on our water bill overage due to the leak. James will look at the next bill when it arrives and come to the budget meeting with a suggestion on the water bill costs for next year.

Suggested capital improvement items to be budgeted for 2021: possible storage shed at pool, computer/external hard drive for pool security, new pool chairs and loungers, and park improvements. Chris will price out chairs and Nicole will ask Jason about data storage. Sammi will check into the cost of a storage shed.

Meeting was adjourned at 4:59 pm.