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VWPOA 2022 Annual Meeting Minutes May 7, 2022, 11 a.m. Virginia Woods Park

Meeting was called to order at 11:10 a.m. Homeowners from 11 properties were in attendance, so a quorum was present

Secretary Sammi Hicks read the minutes from the 2021 meeting into the record. Nicole Ramsey motioned for a vote on the minutes, Kari Gibbs seconded the motion, and homeowners unanimously voted to approve the minutes as written.

President's Report:

President Michelle McDaniel explained that the president, vice president, and secretary positions are up for a vote. Ballots were distributed and Michelle shared the names of the people who were up for re-election. She also stated that homeowners were free to write in a name for anyone who is interested in serving.

Per Michelle, the architecture chair position is currently vacant. Larry Anthony had to step down due to some health issues in his family.

If any homeowners have issues with the street-side sidewalks in front of their homes, they will have to contact the city directly in order to get put on a list for repair. Contact jmoody@mckinneytexas.org with your name, address, description of sidewalk (unsafe, cracks, trip hazard, etc.) and photos of area to be repaired, Please be aware that it may take quite a while before the work gets done since they service all sidewalks in the city.

Michelle asked homeowners to fill out their ballots and give them to a board member. Following the vote and a count, Michelle McDaniel was re-elected as president, Nicole Ramsey was re-elected as Vice-President, and Sammi Hicks was re-elected as secretary.

Treasurer's Report:

Treasurer Rick Downing reviewed the budget documents. The board budgeted operating expenses of \$65,373.80 for 2022. The VWPOA Operating fund at the start of 2022 had a balance of started with \$24,849.50, This included \$7500.00 that was carried over from 2021. The VWPOA reserve fund also had an \$18,003.02 balance at the start of 2022.

COVID caused supply delays that complicated some of the proposed capital projects for 2021. The board was finally able to get some of that work done at the end of the year, thus the large outflow of \$7002.00 in capital funds at the close of the calendar year. In addition, the VWPOA had about \$4000.00 more in income than expected from late fees and resale packages. In addition, the board ended up spending less than anticipated overall, resulting in the previously-mentioned overage of \$7500.00 that was moved into the 2022 budget for additional projects that need to be completed around the neighborhood.

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In addition to regular 2021 operating expenses, capital funds were spent on new energy-efficient pool pumps, new play structures/amenities at the park, landscape and sprinkler work to repair what was damaged by the city during road expansion, and a new sprinkler system which monitors water outflow in order to help detect leaks and have then repaired quickly. Since sprinkler leaks have created high water expenses in the past, the board is happy to have this new system to help reduce costs.

Vice President's Report:

Vice President Nicole Ramsey thanked homeowners for the work they're doing to keep their homes looking nice. She stressed that it is very important for homeowners to contact her when they receive a violation letter. She recognizes that sometimes people have personal or financial circumstances that require more time in order to get violations resolved. There is also a group of neighbors who is willing to step up and help homeowners with special circumstances, but homeowners need to communicate their needs to the board.

Nicole passed around a sample violation letter and asked homeowners for feedback, as she has had a complaint that it was too aggressive. She has re-worded the letter but would still like input from anyone who chooses to opine on the newest version.

She briefly explained the process the board uses to get violations resolved and stressed the importance of communication and the desire to get things resolved positively.

Landscape/Maintenance Report:

Landscape Chair Chris Doran provided a report to Michelle, who shared with homeowners. Much work has been done to get the common areas improved. The city has replaced sod that it damaged while doing roadwork. Flowers and shrubs will soon be placed at the entrances to replace plants that didn't survive the sprinkler breaks or the cold weather.

Pool Report:

Pool Chair Ronnie Gilbert provided a report to Michelle, which she shared with homeowners. Two new energy-efficient pumps were installed. As mentioned earlier, the pool retaining wall needs to be repaired. The POA has gotten one quote and it looks like it will be a costly project. The board is seeking other estimates but this may need to be put off until 2023 to collect additional capital funds for the project.

Social Committee Report:

VWPOA hosted a patriotic parade on the July 4th weekend, a neighborhood night out with police, fire, and city representatives in early October, and organized a trunk or treat on Halloween. A "spring fling" will take place for the children immediately following this meeting.

Welcome Committee chair Kari Gibbs shared that there were sixteen welcome baskets were delivered in 2021. There has been one home sale to date in 2022 and that homeowner will soon be getting a basket. Kari also welcomed Stephen and Lorin Hayes, who have been renting their home for several years and just purchased it from their landlord.

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Shaun Gilbert is stepping down as the social chair after this meeting, so the position will need to be filled. Interested homeowners can contact Michelle via email at pres@vwpoa.com.

Website& Technology:

Webmaster Jason Ramsey has been working to get some recent website problems fixed. Specifically, the old server the POA used for the neighborhood website didn't have good security features. (This is why visitors to the site may get a message that it isn't secure or that it may have been hacked, or receive a message that they won a million dollars.) Changing to a more secure server is necessary and that is in progress. In addition, Jason is also working on a better email system for board and committee chairs, as the current VWPOA emails just forward to the personal email of the person serving that position. Any outgoing messages are sent from the volunteer's personal email. For these features, along with online document storage, VWPOA will need to use a different platform (most likely Google Workspace) which will cost more than the \$20/year that the POA has paid in the past. This is a necessary expense to help the POA move into the digital age.

Secretary Sammi Hicks thanked webmaster Jason Ramsey for all of his help in working to update the VWPOA technology. Sammi shared that she has put the newsletter on hiatus until the VWPOA email situation gets fixed. She explained that mailing a quarterly newsletter in addition to the required mailings about the budget meeting, annual meeting, and the annual dues letter would be expensive. Sammi stated that she is not comfortable using her personal email to send an electronic newsletter to homeowners. Attempts to post the newsletter on the website and provide the link via Facebook exposed the security issues previously discussed, so that was also not an effective means of distribution. She asked homeowners to be patient while the email issue is fixed, after which quarterly newsletters will resume.

Since business was complete, Michelle invited homeowners to make a plate and visit together. Spring Fling activities for the kids will start thereafter.

Sammi Hicks motioned that the meeting be adjourned, Nicole Ramsey seconded, and homeowners unanimously voted to adjourn the meeting at 11:46a.m.