

Virginia Woods POA monthly meeting

May 20, 2025

1. Meeting called to order at 7:12 by Mark Shelpuk. Quorum reached with 3 out of 4 board members and one committee member: James Trewin Treasurer, Mark Shelpuk VP, Michelle McDaniel Secretary, Ronnie Gilbert Pool chair
2. Secretary report:
 - a. Minutes were distributed. Mark motioned to approve minutes, James seconded
 - b. Michelle requested reimbursement for monthly mailing informing neighbors of the annual meeting earlier in the month
 - c. James was confirmed and re-elected as Treasurer, Michelle was re-elected to Secretary
3. VP report
 - a. Mark contacted law firm to inquire about adding fees or fines to our bylaws or covenants
 - i. Covenants revision requires 2/3 approval
 - ii. Come up with a table for the fine structure
 - iii. Cannot use online voting methods
 - iv. Covenants currently read: "Here is your notice, you have 10 days to make this right, we the HOA can make these improvements on your behalf, and then the homeowner is charged for the services."
 - v. Mark will pursue this and look into the fines, changing the structure of the current violation process, and ultimately changing the covenants
 - vi. \$400/hour for the legal fees
 - vii. Mark would like to test this with non-responsive homeowners re: their landscaping upkeep
 - viii. Liens can be put on properties for non-responsive homeowners
 - ix. It could be an option to work with Roberto, the HOA current landscaper
 - x. Mark will check covenants for process and then validate with attorney
4. Treasurer Current operating account \$63,967 Current reserve account \$17,940
 - a. Neighbor Rick Downing filed an extension for our taxes and will file with IRS for the HOA
 - b. Mulch bill paid, \$2000
 - c. Dues continue to come in
5. President-not present
6. Pool

- a. Light inside pool repaired
 - b. Kiddie pool pH was off this month
 - c. Phone got fixed by AT&T
 - d. Larry of Southernwind Pool is no longer with company, Sarah Campbell is the new supervisor and point of contact
7. Landscape
- a. Roberto fixed a drip line on Lake Forest but there is another leak under the sidewalk that needs to be addressed
 - b. Flowers at the entrance were installed
 - c. Chris needs to meet with Roberto to pass on login, password and app
8. Old Business
- a. Virginia Parkway Sidewalk east of that entrance has numerous sections that were replaced by the City with new sidewalk
 - b. Asphalt was put on neighborhood street Virginia Woods Dr where the road was uneven. Looks patchy, but smoother
9. New Business
- a. Fence repair on Lake Forest needed. Wrought iron fence is separated from brick column. Roberts Fencing can do repair for \$250. Homeowner already contacted. Michelle motioned to approve the repair, Mark seconded.
 - b. Capstone on Lake Forest also needs to be replaced. Michelle will contact Pablo Sotelo masonry for pricing and availability
 - c. New list of homes needing violation letters needs to be created
10. Meeting adjourned 8:13pm