

## 2026 VWPOA Annual Meeting Minutes

Saturday May 2, 2026

Location: Neighborhood Pool

Board Member Attendees: President Stephen Hayes, VP Mark Shelpuk, Treasurer James Trewin, Secretary Michelle McDaniel

Sign In Sheet:

Stephen and Lorin Hayes 4800 Jamestown Ln

Michelle McDaniel 112 Appalachian Way

Christian Doran 4801 Jamestown Ln

Mark Shelpuk 208 Appalachian Way

Larry Anthony 4804 Jamestown Ln

Chuck Bauder 302 Appalachian Way

James Trewin 4700 Jamestown Ln

Steffanie and Mike Shepherd 212 Appalachian Way

David Dutze 108 Appalachian Way

Ronnie Gilbert 4807 Jamestown Ln

Sadia Jahan 4904 Virginia Woods Dr

Nicole Ramsey 204 Appalachian Way

3 Proxy Forms Submitted

James and Keir Burke 106 Appalachian Way

Elain Boden 4911 Jamestown Ln

Alex Opoku 4905 Jamestown Ln

Meeting called to order at 11:45am

1. Introduction-President Stephen Hayes called the meeting to order at 11:45. Welcome and introductions of the Board. Quorum was verified as 12 owners present and 3 proxy forms were submitted. 10 is needed for quorum. Bried outline of the goals for the meeting: an overview of 2025 expenses and what 2026 looks like. Also, we are looking for members to serve as volunteers on the Board and

Committees. We keep our dues low as an all-volunteer HOA, other neighborhoods pay monthly what we pay annually. We are committed to improving home values and quality of life of the Virginia Woods community.

2. Secretary-Michelle McDaniel read the minutes from 2025 out loud. Stephen motioned to approve the minutes, James seconded. The minutes were approved by unanimous vote.
3. VP-Mark Shelpuk had no updates
4. Treasurer: James Trewin
  - a. Operating fund at end of 2025 \$30,713, Reserve fund at \$17,942
  - b. Budget for 2026 is set at \$69,125
  - c. Expenses for 2025 were:
    - i. 1 capstone replaced on Lake Forest
    - ii. New contract for cleaning out the flume/alley between the homes that are on Virginia Woods Dr and Jamestown Ln. Flume gets clogged and damages fences and property. Roberto the landscaper charged \$1400 for a one time clean up fee. In 2026 we now pay a modest monthly fee in our landscape contract to have this cleaned each month.
    - iii. Lake Forest entrance had holly bushes added for \$500
    - iv. Repairs at Lake Forest and Virginia Brick corner fence on the Virginia side. As well as a wrought iron fence on the Lake Forest side that had come apart from the brick section
    - v. Pool repairs and light \$900
    - vi. No capital improvements planned for 2026
  - d. Almost all 2026 dues have been collected
5. Pool -Ronnie Gilbert
  - a. Asked for help to form a committee for the pool
  - b. If you need a key, contact Ronnie
  - c. Use the pool as it is your own, take care of it
  - d. Pool hours are sun up till sundown
6. Landscape-Chris Doran
  - a. Sprinklers on Lake Forest entrance still being worked on
  - b. Mulch will get done at pool and entrances
  - c. Tree contract getting worked on; Rocky Maximus, our previous tree contract, passed away last month
  - d. Some bushes on Virginia Parkway died, need to figure out replacements. Native plants do best
7. Social – Lorin Hayes
  - a. Wants more people to join committee to do more events

- b. Fourth of July event is not confirmed because turnout is consistently low
  - c. Events like Trunk or Treat or Movie at the pool?
  - d. James and Zoe Trewin do the welcome baskets for new owners
- 8. Voting: Ballots handed out to vote for President and VP, David Dutze from 108 Appalachian Way volunteered to be a VP candidate on the ballot. Stephen Hayes agreed to be on the ballot as a candidate for President. Votes were collected and each candidate received 12 votes
  - a. New VP David Dutze, Stephen Hayes returns as President
- 9. New Business
  - a. Chuck Bauder proposed the name of the neighborhood park be Michelle McDaniel park.
  - b. Question from a homeowner regarding number of rental homes in the neighborhood. Without checking, it is likely about 5 homes that are rentals.
- 10. Closing remarks
  - a. Please join the Facebook group Virginia Woods, enter your info and get approved
  - b. Stephen adjourned the meeting at 12:24pm