**Association Board of Directors**

**Meeting Minutes for January 23, 2019**

**A meeting of the Board of Directors was held on January 23, 2019 at 7:00pm at the Villages of Westminster clubhouse.**

**In attendance –**

**BOD Members,** Pat Duggan, Kelly Coronel, Jeannette Potter, Donna Ward & Robin Wallace

**Association Manager,** Pierre Forget was unable to attend, but Melinda from Berkeley Realty was there in his absence.

The bi-monthly meeting was called to order at 7:05pm by the president, Pat Duggan.

**Presidents Report – Pat D.**

VoW had a quiet holiday season. Pat has continued working on several things such as getting the conduit in front of the clubhouse removed, selling the pool heater (in negotiations with 757 Swim), and removal of trees. The BOD attended a two hour training with our VoW lawyer on Jan 16. Pat is working on updating the ARC guidelines with the help of Jeremy Seltzer. Pat is also working with our lawyer to draft an anti-discrimination policy for our Association.

**Secretary’s Report – Robin Wallace**

Meeting minutes for November 14, 2018 and December 10, 2018 were approved. A draft of the 2018 HOA meeting minutes has been posted on the website.

**Treasurer’s Report – Presented by Melinda**

Approved

**Committee Reports**

**ARC** – Jeremy was not present

**Communication** – Pat D. reported that the BOD approved an increase in funding for a new website host. Info is regularly posted on the VoW website, Facebook and Nextdoor. Thank you to Jeannette for updating the sign board regularly. A communications policy is in the works.

**Pool** – Kelly C. has a copy of the pool contract for 2019 and the pool committee plans to meet sometime next month.

**Clubhouse –** Jeannette P. reports that there have been some issues with key card access. Eric and Pierre are aware and working to resolve the issue. A few residents are taking turns with getting the clubhouse trash cans out each week.

**Social** – Robin W. reported that the committee had it first meeting and has come up with some great ideas for this year. They hope to plan the first event this spring.

**Grounds** – Donna W. reports that the junipers have started being removed and it looks great. The committee presented and very detailed report for the BOD review to continue their efforts.

**Member Forum / Input**

An open forum was held and a number of comments and questions were addressed.

A member suggested that the ARC committee needs to consist of more than one person and there needs to be more focus on basic home maintenance.

A member suggested that the pool deck be cleaned of leaves regularly to prevent staining and build up.

A member inquired if we’ve contracted with a pool management company yet.

A member commented that several storm drains still need work done by VDOT.

**Manager’s Report – Pierre Forget was absent – report provided by Melinda**

The RV lot will be resurfaced in February. A proposal for the pool erosion issue will be presented in executive session.

**Old Business**

Key Card system is having some issues. Eric and Pierre are working to resolve the issues.

RV lot is set to be resurfaced. Notices will be sent out.

**New Business**

Spring yard sale will be on April 6 with the dumpster the following Saturday, April 13.

Pat has been in contact with 757 Swim about purchasing the pool heater.

Meeting adjourned at 8:30pm

At 8:39pm a motion was adopted to go into Executive Session.

At 8:59pm a motion was adopted to reconvene into open session.

A motion was approved to accept the proposal from The Structures Group for a consultation/evaluation of the pool errostion.