

Villages at Westminster Homeowners Association
Board Meeting
May 17,2023

The meeting was called to order at 7:09 p.m by President Kelly Coronel via ZOOM. BOD Members in attendance: Ray Gdovic, Pat Duggan, Charlene Sheets and Chuck Speigner. Also present was Kimberly Mills from Town Management and others.

The meeting agenda was posted on the VaW website and emailed to residents.

Officers Report:

President: Kelly Coronel deferred comment until Old Business and New business was discussed.

Treasurer: Raymond Gdovic gave the Financial Report as of April 30, 2024. **Secretary:** Charlene Sheets previously sent the meeting minutes from the BOD meeting that was held on March 14, 2023. Pat Duggan motioned to approve the minutes. Raymond Gdovic seconded the motion. The BOD voted to approve the minutes.

Committee Reports:

ARC: Chuck Speigner - Chair gave the ARC report. Applications received by the committee were reviewed and approved. Chuck welcomed new committee members Gerry, Eileen, Ed and Christopher. The ARC is looking for volunteer committee members from Kensington and Cambridge. The ARC is becoming more involved with our neighbors. Committee members respond to questions from our neighbors. The committee will start neighborhood walk-throughs in June with the understanding that James City County is currently under a water restriction, so some concerns may not be currently addressed. The goal of the ARC is to keep the Villages at Westminster one of the most desirable neighborhoods in Williamsburg.

RV Lot: Raymond Gdovic gave the report for James Hazelwood - Chair. Visual inspections of the lot take place on a regular basis. No issues were noted.

Communications: Pat Duggan - Chair gave the Communications report. Two new members have joined the Committee. Priorities for 2023 will be getting internet access in the clubhouse, drafting an Internet Use Policy and a Social Media Use Policy.

Pool Committee: Kelly Coronel gave the Pool Committee report for Kelly Coronel - Chair. There are no updates on the pool, as it is closed for the season.

Clubhouse: Jeannette Potter- Chair gave the Clubhouse report. Committee Volunteers move the trash totes each week for pickup and frequently check the clubhouse doors. They clean when needed, add donated books to the little library, remove trash from the grounds and porches and pull weeds from the Clubhouse garden. Committee members inspect the clubhouse before and after rentals and inform Town Property Management if renters should be charged a cleaning fee. The clubhouse is used each month for Volunteer Committee meetings such as The Grounds Committee and ARC. Due to rodent activity, please remember to remove all food items at the end of all events.

Social: Kelly Coronel gave the Social Committee report for Lauren Glascock - Chair. The committee had a great turnout for the Easter Egg Hunt and the Spring Dumpster. The next scheduled event will be the July 4th Parade.

Grounds: Charlene Sheets - Chair gave the Grounds report. The Grounds Committee has completed several tasks. Six Oak Leaf Holly trees and two Purple Crabapple trees were planted at the Chelsea Crescent/Glenwilton corner. Crepe Myrtle stumps at the Clubhouse were ground. Nine Holly trees at the entrance were removed. Overgrown shrubs at the brick signs and one evergreen at the entrance sign were removed and new low-growing distylium bushes were planted in their place. One Cherry Tree was planted at the Barfleure corner where two trees were removed. Brush and limbs were cleaned up at two sites on St. John's Wood and near the Oxford sign. Pine straw was placed on the inbound side of the Boulevard between Chelsea Crescent and Somerset Lane to reduce erosion.

Town Management: Kimberly Mills deferred comment until the Executive Session.

Old Business

- Facilities Manager (Team) Update
- Infrastructure/Erosion
- Pool Area Erosion

Scott Massey has finally received the materials for the project but the concrete company was not able to complete work prior to the pool opening. The work will begin once the pool closes in September. The timeframe for the job is 3 weeks. ● Chelsea Crescent Wetland Drain

The added rocks have helped the drainage as well as the debris that collected in that area. We are still waiting for VDOT to inspect the

- Pond #2 Aeration System

The compressor has been replaced and the system is up and running.

- VAW Committees

We are looking to grow our committees with volunteers. The term for a committee volunteer is one year. If you can only commit for certain dates and or projects we

still want you on a committee. Any help is greatly appreciated.

New Business

- Lighting in the VaW Community
Ol' Salt Electric has written a proposal to upgrade and add lighting throughout the community. The Board will further review the proposal and discuss the elements that may be completed.
- HOA Dues
Town Management will be sending out the second invoice for the 2023 HOA dues. This mailing will include the pool rules. The pool rules were reviewed by the Board. Charlene Sheets motioned to adopt the rules. Chuck Speigner seconded the motion.
- Communications: Social Media Policy
Pat Duggan discussed the draft for the VaW Social Media Guidelines. ● ARC: A Spring Welcome Letter was sent out to homeowners

Town Management

All RV lot Applications and Clubhouse Rentals go to Danielle Cook with Town Management: danielle@townmanagement.net

ARC Applications go to Kimberly Mills with Town Management: kimberly@townmanagement.net

- VaW RV Lot invoices have been mailed to those that have spots in the RV lot.
- Yard Sale, April 1st. It rained lightly, but the Yard Sale was well advertised
- Dumpster, April 8th. The Dumpster was filled
- Easter Egg Hunt, April 8th. This event was a huge success. Many thanks to the Social Committee!

The pool opens on Saturday, May 27, 2023 at 10:00 a.m.

The next Board Meeting will be Wednesday, July 26, 2023 at the Clubhouse

Recess

- The meeting went to recess @ 8:42 p.m.