

Villages at Westminster Homeowners Association

Board Meeting May 15, 2024

The meeting was called to order at 7:15 P.M. by President Kelly. Board members present were Kelly Coronel, Chuck Speigner, Ray Gdovic, James McMillan, and Gary Griffith. Also present was Kimberly Mills of Town Management and several VaW residents.

Officers Reports:

President: Kelly Coronel deferred her Board Report until Old Business.

Secretary: A correction to the minutes of the Board meeting on March 28, 2024 was made. The Treasurer's report must include Ray Gdovic's professional certification after his name, to be read as "Ray Gdovic, CPA, CGMA" in the minutes. Ray Gdovic made a motion to accept the change and Gary Griffith seconded the motion. The motion was approved.

Treasurer: Ray Gdovic, CPA, CGMA, gave the April financial report.

Committee Reports:

ARC: Chuck Speigner gave the ARC Report. Two applications for approval have been received. The Spring welcome letter will be mailed to all residents this week. The next neighborhood inspection will be in June.

RV Lot: Ray Gdovic reported that the RV Lot is OK. James River needs the code for the gate (2022) in order to clear the weeds in the lot.

Communications: James McMillan gave the Communications report via zoom. A TV monitor has been purchased at a cost of \$700 and installed in the Clubhouse. The work on social media and the sign board is ongoing.

Pool: Kelly Coronel gave the Pool report. The cover was removed in April, all areas have been power washed, handrails have been purchased, a sun cover for the baby pool has been purchased, and a water hose has been replaced. The pool will open April 25.

Clubhouse: Christine Gdovic gave the Clubhouse Committee report. There have been more rentals scheduled. The Clubhouse has been cleaned, the kitchen has

been organized, lights were replaced, and filters have been replaced. A new clock and two new barstools have been added.

Social: Kelly Coronel gave the Social Committee report. There have been several successful fundraising events for the playground, including the yard sale. The funds raised so far are \$2,500.

Grounds: A Volunteer Work Day was held April 20 to remove current plants from the Clubhouse beds. New decorative pots with annual flowers have been installed at the columns at the entrance and the chain link fence at the left front has been removed. A vinyl fence section has been purchased as a protective barrier for the air conditioner. A second Work Day was held May 11 to remove excess mulch from the beds. James River has marked our irrigation system for the GloFiber lines to be installed. Reflective curb painting on the ends of the median islands will be done in the near future.

Governing Documents: Pat Duggan gave a report on the review of the Governing Documents for the Association. Our attorney was consulted as to how to approach the review and make changes. Input was received from seven past Board members plus current Board members and a work group consisting of fourteen homeowners. The documents were evaluated for items that needed changing or replacement. The homeowner input included things that were liked and those that were not liked in the neighborhood.

The original documents were the vision of the neighborhood developer in the mid to late 1990's. The history of the documents was used to generate a timeline of past changes. The purpose of the present review is to update the Declarations and the By-Laws into our current vision for the neighborhood and to rekey them into Word for submission to our lawyer. This is planned for June, followed by our final review before being sent to our lawyer. The final version will be voted upon in September, which must be approved by 51% of the mortgage holders in the neighborhood and 75% for amendments.

Town Management: Kimberly Mills reported that she has been assisting Chuck Speigner with ARC violations.

Homeowners Comment Period:

- There were no comments from homeowners.

Old Business

- Kelly Coronel gave an update for the Pool Erosion Project. The County requirement for plants in the RPA erosion area will be met by planting 30 plants. The HOA is awaiting approval of this; the next board meeting of the County is in June.
- There was no report for the playground project.
- The carpet replacement project in the Clubhouse is ongoing.
- Christine Gdovic described the proposed changes to the rental documents. The applications for Pool rental and Clubhouse rental have been revised to include more detail and higher deposit fees. After discussion of the proposal, Chuck Speigner made a motion to increase the Clubhouse rental security deposit to \$175. Ray Gdovic seconded the motion and the motion was approved. For the proposal for Pool rental, Ray Gdovic made a motion to set the Pool rental fee at \$175 for 3 hours and the security deposit at \$250. Chuck Speigner seconded the motion and the motion was approved. It was noted that Clearwater Pool Management is responsible for recruiting and hiring lifeguards.
- Pat Duggan reviewed all of the proposed changes, additions, and corrections to the Declarations and the By-Laws of the Association that were suggested by the working group. Each modification was read or described with opportunity for comments, discussion, and approval or disapproval by the Board. Decisions on each item were recorded and will be included in the revised documents to be submitted to our lawyer. The process has incorporated an effort to use plain English and gender-neutral language.

New Business

- Kelly Coronel reported that the purchase of the TV monitor for the Clubhouse was approved by email.
- Kelly Coronel requested a vote to approve the updated Pool rules. Ray Gdovic made the motion to approve the new rules and Chuck Speigner seconded the motion. The motion was approved.

Announcements

- Next meeting is Wednesday July 24, 2024
- Pool opening is Saturday, May 25, 2024
- The 4th of July parade is Thursday, July 4th, 2024

Adjournment The meeting was adjourned at 9:27 P.M.

Recess

Executive Board Meeting

The Executive Board meeting was called to order at 9:32 P.M.

The Executive Board meeting was adjourned at 9:52 P.M.

Regular Meeting

The meeting was called to order at 9:53 P.M.

A vote was taken about repairing the sinkholes at 6252 N. Mayfair and 6256 N. Mayfair for a total cost of \$20,144, to be paid from the reserves account. Chuck Speigner made a motion to approve the expense and Ray Gdovic seconded the motion. The motion was approved.

It was decided to move forward with a delinquent HOA fees case.

The meeting was adjourned at 9.55 P.M.