



Woodlake Crossing Homes Association

Board of Directors Monthly Meeting Minutes September 8, 2022

1. **Call to Order:** The Woodlake Crossing Homes Association monthly Board of Directors (BOD) meeting convened at 6:30pm. The meeting was held via Zoom.
 - a. **Personnel in attendance:**
 - i. Patrick Forys, President
 - ii. Dianne Brynildsen, Vice President
 - iii. Genny Barnett, Secretary
 - iv. Rick Thompson, Member-at-Large
 - v. Sarah Knaub, Communications Coordinator/Association Manager
 - b. **Personnel absent:** Randy Parrish
 - c. **Homeowners in attendance:** One homeowner attended remotely.
2. **Homeowner Forum:** No homeowners addressed the board.
3. **Approval of Previous Minutes:** Ms. Brynildsen made a motion, which was seconded and unanimously approved, to approve the minutes from the July 14, 2022 board meeting.
4. **Committee Reports:**
 - a. **Communications Coordinator:** Ms. Knaub discussed items to be included in the September issue of the Currents.
 - b. **Social Committee:** Ms. Brynildsen discussed an upcoming game night and Fall Festival.
 - c. **Grounds:** Ms. Knaub reported the completion of recent tree work at the park. A meeting with an aquatic management company determined the lake shoreline does not need additional work and should be allowed to grow a natural buffer at the shoreline to prevent erosion and stabilize the shelf. Additionally, they determined the rip rap installed around the sluice gate was not installed correctly and should have an erosion mat under the rip rap to prevent the rock from sinking into the mud. The board decided to let a natural buffer grow at the shoreline of the lake to prevent erosion and stabilize the shoreline.
 - d. **Stormwater Committee:** Mr. Thompson reported the Big Bethel culverts were examined and determined not to have significant sediment buildup and do not need dredging at this time. Due to current drought conditions, opening the sluice gate has not been required.
 - e. **ARC:** Ms. Knaub reported no outstanding ARC requests have been submitted. Victory Community Management was asked to begin inspecting completed ARC projects to confirm they are constructed in accordance with the approved plans. Per the WCHA Architectural Review Procedure, if it is found that a homeowner has deviated from the approved plans and did not submit a request for a change, the matter will be handled through the WCHA Covenants Compliance Program.
 - f. **Covenants and Compliance:** Ms. Knaub reported the next inspection will take place in September.
 - g. **Treasurer's Report:** The Treasurer's report for August was reviewed without question. Ms. Knaub reported the new reserve account and operating savings account with CIT bank has been opened and the checks from Truist will be deposited upon receipt.



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5. **Old Business:**

- a. **Solar Panel Guidelines:** The board decided to generate a homeowner survey to solicit opinions regarding solar panels in Woodlake.
- b. **Update on Ditches:** Ms. Knaub updated the board regarding VDOT progress of the neighborhood ditch clean out.

6. **New Business:**

- a. **Annual Reserve Study Review:** Ms. Knaub reviewed the Reserve Study and answered questions from the board.
- b. **2023 Draft Budget Review:** Ms. Knaub presented a 2023 Draft Budget and answered questions from the board.
- c. **GMM Planning:** The board discussed and decided to plan an in-person 2022 GMM with a tentative date of Thursday, November 10, 2022.
- d. **Executive Session:** Mr. Forsys made a motion, which was seconded and unanimously approved to enter into executive session for the purpose of discussing several properties with covenant violations. Upon returning to regular session at 8:20pm, the board made a motion to invite one homeowner to a board hearing and send notices to two homeowners whose properties are not in compliance with the covenants.

7. **Adjournment:** The meeting adjourned at 8:30pm. The next meeting will be held October 13, 2022 at 6:30 pm.

Genny Barnett, WCHA Secretary