



# Woodlake Crossing Homes Association

Board of Directors Monthly Meeting Minutes  
October 13, 2022

1. **Call to Order:** The Woodlake Crossing Homes Association monthly Board of Directors (BOD) meeting convened at 6:32 pm. The meeting was held via Zoom.
  - a. **Personnel in attendance:**
    - i. Patrick Forys, President
    - ii. Dianne Brynildsen, Vice-President
    - iii. Randy Parrish, Treasurer
    - iv. Rick Thompson, Member-at-Large
    - v. Sarah Knaub, Communications Coordinator / Association Manager
  - b. **Personnel Absent:** Genny Barnett, Secretary
  - c. **Homeowners in attendance:** One homeowner attended remotely.
2. **Executive Session:** At 6:33 pm Mr. Forys made a motion, which was seconded and unanimously approved to move into executive session for the specific purpose of considering outstanding violations of the Association's Declaration of Restrictions at two neighborhood properties. One property owner had been requested to attend a Board Hearing but did not attend. At 6:57 pm a motion was made, seconded, and unanimously approved to reconvene in regular session.

**Executive Session Results:** Upon exiting the Executive Session Mr. Forys made a motion, which was seconded, and unanimously approved to ratify the following decisions:

- One property remains in violation of the neighborhood covenants and the injunction ordered by the Circuit Ct. The homeowners will be given 30 additional days to bring the property into compliance. If the violations are not cured by the end of the 30 days, the matter will be turned over to the Association's attorney who will be directed to file a Motion for Show-Cause. Notification will be sent to the homeowner in accordance with §55.1-1819 of the Code of Virginia.
  - Another property completed an improvement on their Lot that was not in accordance with the ARC approval they received. The changes will be considered approved after-the-fact and their ARC documentation will be revised to reflect the changes. A letter will be sent to the homeowner to explain the decision.
3. **Homeowner Forum:** No comments were made.
  4. **Approval of Minutes:** Ms. Brynildsen made a motion, which was seconded and unanimously approved to approve the minutes from the September 8, 2022 board meeting.
  5. **Communications Coordinator Report:** Topics for a forthcoming neighborhood email message were discussed. Ms. Knaub provided information about replacing the message boards at the entrances. Additional information will be sent out via email.
  6. **Social Committee Report:** Ms. Brynildsen reported a visit from Santa has been planned for December 3 at the park. Preparations for the luminary event will start soon.



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7. **Grounds Report:** The board reviewed a quote for some park renovations. Ms. Knaub will pursue the possibility of getting funding from York County for having the rip rap at the sluice gate renovated since it was not done correctly by their contractor when the sluice gate was installed. Ms. Knaub provided an update on the installation of the sidewalk at the Lake Dale Way entrance by York County.
8. **Stormwater Committee Report:** Mr. Thompson reported the sluice gate was opened ahead of the predicted tropical storm Ian. No major damage or flooding was reported in the neighborhood. The sluice gate will be closed closer to the end of hurricane season.
9. **ARC Report:** Ms. Knaub reported two ARC requests are currently pending.
10. **Covenants Compliance Report:** Ms. Knaub reported the Covenants Compliance Committee review after the last inspection by Victory Community Management was postponed due to the storm. Therefore, no notices were issued as a result of the inspection.
11. **Treasurer's Report:** The board reviewed the September Treasurer's Report.
  - a. **Reserve Accounts:** Ms. Knaub reported the Operating Savings and Replacement Reserve accounts at Truist have been closed. The closing balance checks have been sent to CIT to be deposited into the new accounts.
  - b. **Draft 2023 Budget:** The board reviewed an updated budget draft worksheet and made a few revisions. The proposed budget will be presented to the membership at the GMM for their comments.
12. **Old Business**
  - a. **Solar Panel Guidelines:** Ms. Knaub presented the results of a community-wide survey about the installation locations of solar panels. The board reviewed potential installation guidelines.
  - b. **GMM Planning:** The GMM will be held Nov. 10 at 7:00 pm in the Tabb Elementary School cafeteria. Notices will be mailed out at least 14 days in advance. Ms. Brynildsen offered the use of a projector to show Power Point slides. Ms. Knaub will update the Power Point presentation and send it out to the board to review.
13. **New Business:** There was no new business.
14. **Adjournment:** The meeting adjourned at 8:31pm. The annual meeting will be held on Nov. 10, 2022. A brief board meeting will be held following the annual membership meeting and the December board meeting will be cancelled unless there is an urgent matter to be addressed.

*Minutes provided by Victory Community Management, Inc.*