

The Woodlands Property Owners Association, Inc. (WPOA)

Board of Directors Meeting Minutes

January 9, 2024

Time: 6:30pm
Place: Zoom
Members Present: Clarke, Dyson, Faires, Loy, Moon

Summary: - This was the fifth meeting of the Board elected at the 2023 annual meeting.

MINUTES

Call to Order/Quorum/Minutes Approval

Quorum Declared Present

Minutes Review: Faires shared the minutes of the October 10, 2024, meeting prior to the meeting. The Board unanimously approved as written.

Financial Report: Moon reported that as of 12/31/23, the WPOA has a balance of \$44,387 with \$229 of interest earned over the past 2 months since moving the association's money to a high interest (~3%) bearing account. The main expenses for the year were the paving project (\$37,000) and the landscaping (mowing, clearing ditches, etc.) cost (\$4975).

Open Items/Ongoing Project Status:

- a. Website Update – Faires reported that since the website was launched on 9/22/23, 100% of the property owners have now visited the site and have completed their registration and/or viewed the posted information.
 - The most popular pages (most visits) are Recipes, Property Owners, and Pet Directory
 - Areas where visitors spend the most time (Board of Directors, Photo Gallery, Contractor, and Vendors List)

Tip of the hat to Moon for submitting 15 additional contractors for the list.

| Month | Visits | Pageviews |
|-----------|--------|-----------|
| September | 100 | 422 |
| October | 104 | 304 |
| November | 37 | 179 |
| December | 43 | 138 |

- b. Limb trimming, overhanging trees – Loy reported that the trimming was successfully completed in December.
- c. Paving – Possible paving in 2024 was briefly discussed. Further assessment will be considered once the impact of the winter can be evaluated.

New Items/Projects For Discussion:

a. ATV/UTV Use

The Board received a request from a property owner regarding the possibility of using a Utility Task Vehicle (UTV) in The Woodlands for maintenance activities. The Board reviewed and discussed the applicable sections of the association's covenants (Section 2-20 "Prohibition of Certain Vehicles") and (Section 2-12 "Offensive Activity"). The Board determined that the use of UTV's is not allowed as to do so would violate Section 2-20 and possibly Section 2-12, since UTV fall in the category of "a similar off-road vehicle". A Board of Directors Interpretation will be prepared to clarify and document the Board's decision.

Action Item: Clarke will draft a Board of Director's Interpretation to address UTV's and forward to all Board members via email for review and cast a vote to finalize.

Addendum to the Minutes (1-11-24) – the draft interpretation was prepared and emailed to all on January 10 and unanimously approved by email vote on January 11th.

b. Electric Lights at Entrance

Loy raised the issue of the lighting of The Woodlands entranceway. Currently, solar powered lights are in use but will likely need to be replaced soon. After discussion, the Board agreed to consider the installation of electric lights at the sign. Loy will investigate the cost and prepare a proposal for this project.

Action Item: Loy to investigate the installation of electric service and lighting at the entrance to The Woodlands.

c. Format for Interpretations

During the October 10, 2023 meeting, the Board approved 3 Interpretations of the covenants. Faires presented a format for consistently documenting Interpretations, including a heading, a unique number, and the date of approval. The Board reviewed and approved the format with some minor modifications.

Action Item: Faires will make the modify the Interpretation format as discussed and post the existing Interpretations on the association's website using the modified format.

d. Neighborhood Yard Sale

The Board discussed the possibility of organizing a group yard sale for The Woodlands. The group yard sale would be for property owners to offer items for sale within the

community as well as to people outside the community. To gauge interest, all property owners will be surveyed. Since the community's website can conduct surveys, Faires will investigate and conduct the survey unless issues arise.

Action Item: Faires will set up a survey using the association's website to determine property owner interest level in a group yard sale.

e. Annual Meeting Advance Planning

The Board briefly discussed the need to start planning the upcoming 2024 Property Owners meeting. This will be a major topic at the Board's next meeting (April 2024).

f. Tree Cutting

The Board discussed at length the need to improve various aspects of the current tree removal process. Property owners can remove certain trees and shrubs as defined by the covenant's specifications without approval, but other trees/shrubs require preapproval. Due to the complexity of this topic and the wish to better define the requirements as well as improve communication, the Board agreed to develop an interpretation to clarify for all property owners. As chair of the ARC, Dyson will draft an interpretation for further review and discussion.

Action Item: Dyson to draft a Board of Directors Interpretation to improve the tree removal process in The Woodlands

No other new business items were raised by the Board members.

Next Meeting

The Board plans to have its next quarterly meeting in April of 2024.

Meeting Adjournment

The meeting was adjourned at: 7:35pm.

Minutes Prepared By: Faires

Minutes Approved By:

Date:

Secretary Signature: Stanley C. Faires