

**The Woodlands Property Owners Association, Inc. (WPOA)**

**Board of Directors Meeting Minutes**

**June 28, 2023**

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

Quorum Declared Present

Summary: - This was the first meeting of the new Board elected at the 2023 annual meeting along with outgoing Board member Brinson.

**MINUTES**

**Board Reorganization and Election of Officers**

B. Moon opened the meeting stating the main objective being to elect the officers for the 2023-24 year.

S. Faires reviewed a presentation detailing the officers and their responsibilities and duties as defined by the WPOA's By-Laws as well as the additional duties historically performed by past Board members.

Included in the presentation was a proposal to:

1. Split the past practice of a combined Secretary/Treasurer into two separate roles
2. Establish a new position, the Vice President Operations
3. Designate the ARC Board Chair as the Vice President ARC

The main purpose of the reorganization is to divide the work of the Board more evenly.

As proposed, the new Vice President - Operations position will be responsible for coordinating road repairs and maintenance, coordinating snow removal activities, coordinating landscaping activities and maintaining and distributing the WPOA's mailbox keys as necessary. The responsibilities and duties of the ARC Chair remain the same with only the position title changing to Vice President – ARC. The duties of the Secretary and Treasurer remain virtually the same with only minor changes and the historically performed duties of the President were reduced.

The reorganization proposal was discussed and a motion for the following 2023-24 officers was made:

President – Bruce Clarke  
Vice President – Todd Loy  
Vice President – Kevin Dyson  
Secretary – Stan Faires

Treasurer – Bobby Moon

Both the reorganization proposal and roster of nominated 2023-24 officers were approved by unanimous vote.

To accommodate the naming of Dyson as VP-ARC, Faires resigned the ARC Chair position after one year in the role.

**Action Item:** Faires will assist Dyson in the transition of the ARC.

**Action Item:** Faires will send an email out to all property owners announcing the newly elected Board officers.

### **Paving Project Update**

Moon noted that the road repair and repaving project was near completion with only a small repair on Bobcat needed to be completed. The scheduled return by Shatley Paving is uncertain so asked Faires to email all property owners and update them on the project.

**Action Item:** Faires will send email to all property owners updating them on the status of the project.

### **WPOA Annual Dues Status**

Moon reported that to date, 19 of the association's 33 owners have paid their annual dues.

### **New Homeowner**

Moon announced that new homeowners (John and Lisa Gary) are expected to join The Woodlands community soon, purchasing the former home of Bruce and Sally Lyon.

### **Next Meeting**

New Board President Clarke plans to have the next meeting in early July.

Minutes Prepared By: Faires

Minutes Approved By: Board Review

Date: 7/18/23

Secretary's Signature

Stanley C. Faires