



Board of Directors Monthly Meeting Minutes - December 14, 2020

1. **Call to Order:** Mr. Nickol called the meeting to order at 7:00pm. The meeting was held via Zoom in accordance with Amendment 28 to House Bills 29 and 30 during the State of Emergency due to the Coronavirus pandemic.

Personnel Present:

Ron DeWitt: President
Craig Nickol: Vice President
Bonnie Woltman: Secretary
Michael W. Case: Member-at-Large
Linette Kirby: Member-at-Large
Walter J. Rader: Treasurer
Bibi Laborte: Welcoming Committee
David Pine: Newsletter
Sarah Knaub: Victory Community Mgt

Personnel Absent:

Amy Nickol: Beautification

- 2) **Homeowner Forum:** Homeowners present via Zoom: Jennifer & Angus McNeil (219 CP), Mike Laborte (106 TR), Delaine Headen (113 CSC).
No homeowners addressed the Board.
- 3) **Secretary's Report**
 - a) Mr. DeWitt made a motion, which was seconded and unanimously approved, to approve the minutes from the meetings held on October 12, 2020 and November 9, 2020(AGM).
- 4) **Treasurer's Report**
 - a) Status of accounts/expenditures-Mr. Rader reviewed the association's financial reports for October and November 2020 with the Board.
 - b) DPOR & SCC Filings-Mr Rader is working on completing these filings.
 - c) Assessment mailings-The Board reviewed the 2021 assessment letter to be mailed to all homeowners in January. The letter states the annual assessment is \$337 per household and payments are due February 28, 2021. It also contains a return form for homeowners to use to update their contact information.
 - d) 2020 Reserve Fund Contribution-The Board agreed to move **\$1,925** from the Operating Fund to the Reserve Fund as the balance for the 2020 Reserve Fund Contribution--\$3,920 (2020 Contribution amount) minus\$1,995 (lake equipment purchases originally paid from Operating Fund).
 - e) Bill Pay Resolution-Board decided to table the issue.
- 5) **Committee Reports**
 - a) Welcoming- Ms. Laborte and Ms. McNeil reported the neighborhood directory should be ready to be published in the beginning of January.
 - b) Beautification-No report.



- c) Social-Ms. Woltman reported the Luminary Lighting Event is planned for Christmas Eve, with a rain date of Christmas Day.
- d) Newsletter-Mr. Pine gave an update on newsletter advertising for 2021. Ms. Knaub will update the WOT BOD leadership block in the newsletter.

6) Victory Community Management Report

- a) ARC: Requests : --106 Zanca -Addition onto back of house approved.
--106 Zanca--Request for shed(s) on hold until house addition is completed.
- b) Resale Disclosure Packets-- 204 Coach Hovis, 115 Zanca Turn
- c) Grounds
 - i) Dominion WatchLights- Ms. Knaub reported the light at Kubesh Court is not working. She will resubmit the work order.
 - ii) Park-
-Playground-Mr. Nickol made a motion that was seconded, and unanimously approved to hire TSP Lawns and Landscaping to expand the existing area of the playground and install 30 yards of mulch. The funding for the project will come from the Reserve Fund.
 - iii) Lakes
- Equipment-Ms. Knaub reported that all lake equipment is operational at the current time. Steve Weekly from ARM will be asked to check the Kenny Lake fountain, and the compressors at Fisher and Kenny Lakes.
-Solitude-Ms. Knaub reported that the alligator and duck weed are dead for the winter.
-Inflow/Outflow Redo at BMP-
Mr. Nickol made a motion that was seconded, and unanimously approved to hire TSP Lawns and Landscaping to do the Inflow/Outflow Project at the BMP. The funding for the project will come from the Reserve Fund.
 - iv) Landscaping
-Ms. Knaub will talk to Carlos at Bloom about trimming the Cypress bushes at the Coach Hovis entrance; also leveling, and not mulching, the tree stumps on the berm next to Carys Chapel Rd.

7) Old Business

- a) Update on York County Code Section 15-48- Ms. Knaub stated that our request to be included in YCC Section 15-48 will be voted on at the next Board of Supervisors meeting, December 15, 2020.
- b) Adoption of Reserve Study-
Mr. Nickol made a motion to adopt the 2020 Reserve Study done by Reserve Advisors. The motion was seconded by Mr. DeWitt and unanimously approved.
- c) Grounds Contract for 2021-Ms. Knaub and the Board discussed the contracts and estimates we got from three different landscaping companies. The Board will revisit at next month's meeting.



d) 2021 Budget - Ms. Woltman made a motion, which was seconded by Ms. Kirby and unanimously approved to approve the 2021 Budget which was initially presented at the November 9, 2020 AGM. 2021 Assessments will be increased by 2.1% per household, bringing annual assessments to \$337 per household.

8) New Business-

a) New Board Members - The Board welcomed Mike Laborte, Wilfred J. McNeil and Walter J. Rader to the Board of Directors. Mr. Laborte and Mr. McNeil will each serve 3-year terms, while Mr. Rader will serve a 2-year term in order to properly stagger the endings of board member terms. Mr. Ron DeWitt, Ms. Bonnie Woltman and Ms. Linette Kirby were thanked for their years of service and hard work on behalf of the community. A table of board members and their terms is attached below.

b) Election of 2021 Board Officers: Mr. Nickol made a motion, which was seconded and unanimously approved to appoint Wilfred J. McNeil as President, Michael W. Case as Vice President, Walter J. Rader as Treasurer, Mike Laborte as Secretary, and Craig Nickol as Member-at-Large of the Board of Directors. The appointments became effective immediately and remain in effect for one year.

9) Date Confirmation

- a) January 11, 2021, 7 PM, location TBD.
- b) February 8, 2021 7PM, location TBD.

10) Meeting Adjournment

- a) Mr. McNeil adjourned the meeting at 9:43pm.

The 2021 Board Meetings are scheduled as follows:

Monday , January 11	Monday, April 12	Monday, July 12	Monday, October 11
Monday, February 8	Monday, May 10	Monday, August 9	November (AGM) TBD
Monday, March 8	Monday, June 14	Monday, September 13	Monday, December 13



WOTHA Board Member Terms

Member	Name	Term Start	Term Ends
1	Walter J. Rader	January 2021	December 2022*
2	Mike Laborte	January 2021	December 2023
3	Wilfred J. McNeil "Angus"	January 2021	December 2023
4	Craig Nickol	January 2019	December 2021
5	Michael W. Case	January 2019	December 2021

**Will serve a 2-year term to correct the issue of having three board terms end in the same year.*