



Board of Directors Monthly Meeting Notes - Minutes – 12 December 2022, 2022 (7 PM) via Zoom

1. Call to Order Meeting convened via Zoom at 7:04 pm by J. Kirby.

Board Members Present:

President- Jim Kirby
Vice President – K. McManus
Treasurer - Walter Rader (Outgoing)
Secretary – Mike Laborte
Member at Large- Angus McNeil

Others Present:

Welcoming – Marianne Gustafuson
Welcoming – Teresa Mummert
Beautification – Jim Kirby
Social Event – D. Victorio
Newsletter – David Piine

Others Present:

N/A

Incoming Board Member – Robert Keefer Jr

New Treasurer – Kyle Martin

Absent: Beautification- Carolina Bonin, ARC–J. Garrett, ARC – Doug King, Web - Tari Weber

2. Homeowner Forum. N/A.

3. Secretary's Report

- I. Oct 2022 Board of Directors' Minutes – Board approved (5-0).
- II. Nov 2022 AGM Minutes – Board approved with changes (5-0).

4. Treasurer's Report. (W. Rader) Status ...

- I. Accounts/expenditures – Presented bills paid, bank deposits and financial balances as of Nov 2022.
- II. Budget vs Actual (expense) Review. Compared financial plans to expenses.
- III. Misc.

Doody Calls – two payments in Nov 2022 total \$269 bill.

Bloom Lawn + Landscaping final bill for 2022 has arrived.

WoT's DPOR & SCC statements with new Board POCs to be accomplished.

Bank & Investment Signature cards to be signed with new Board

representatives. Board kept the Second Signature responsibility assigned to the President and Vice President.

New equipment purchases for new treasurer complete.

5. Committee Reports

- I. Welcoming (*T. Mummert*).
 - a. 117 CSC – Family Smith moved in.
 - b. 209 CP – home sale closed, new family Nick & Michelle Michaud arrived, 7 December 2022.
 - c. 112 ZT – To be purchased by Yang family in 119 ZT.
- II. Beautification
 - J. Kirby, seasonal plantings in ground. Wreaths to go up next week.

- III. Social (D. Victorio).
Luminaries Volunteer - Alison Schorr completed prep & distribution of materials.
 - IV. Newsletter (D. Pine).
 - a. Delivered hard copies to residents with requests.
 - b. Need a new methodology to distribute newsletters based on NextDoor change in operating procedures. Looking at mass e-mailings.
 - V. ARC (J. Garrett)
 - Covenants Compliance – discussed “restricted area” use vs building.
 - ARC Requests. N/A
 - Pre-Sale Compliance Inspection. 112 ZT requested.
 - Resale Disclosure Packages (J. Kirby). 112 ZT Completed.
 - VI. Grounds.
 - a. Champions Park sprinkler system – replaced heads that were not rotating – addressing flooding in park.
 - b. Not sure if sprinkler system has been winterized – K. McManus called after meeting and verified accomplishment but WOTHA was not billed. Invoiced. Invoice received and forward to Treasurer.
 - VII. Lakes
 - a. J. Kirby shutdown fountains and restarted to free up inflows.
 - VIII. Website (*T. Weber*) – Awaiting previous meeting minutes to post.
- 6. Old Business.**
- a. The Board voted (5-0) to approved assessment increase of 3.01% over 2022 to \$376 for 2023. This provides a budgeted Reserve Fund payment of \$9,000 and aligns with the Capital Reserve Study but does not pursue a management company, at this time. Decision based on volunteers coming forward.
 - b. Mulch. Assessing additional mulch for the park, at this time. Email vote to come.
- 7. New Business.**
- a. York County notified WoT of boundary measurements to begin on 15 Feb between WoT (York Co) & ongoing Legacy of Poquoson Development.
 - b. Snow Removal Proposal – K. McManus is conducting research on proposal..
 - c. On Champions Path entrance’s island is damaged and will require repairs - pursuing VDOT for possible resolution.
 - d. Champions Path entrance roadway appears to have a developing sinkhole and requires VODOT notification. Both projects (c & d) to be called into VDOT (by K. McManus).
 - e. After all other business was concluded including board meeting, day of the month change, everyone else was excused and the Board discussed positions. Final decision,



1. President - James E. Kirby
2. Vice-President – Kristin A. McManus
3. Secretary – Jose Michael Laborte
4. Member-at-large - Wilfred J. (Angus) McNeil
5. Member-at-large - Robert W. Keefer Jr
6. Non-Voting Board representative, Treasurer – Kyle Martin

8. Date Confirmation

- a. Board Meetings will change to second Tuesday of each month.
- b. Next Board meeting is Tuesday, January 10th, 2023 - 7 PM, Board Meeting, via Zoom.

9. Meeting Adjournment. Meeting adjourned by J. Kirby at 8:36 pm.

2023 - WoTHA Board of Director Meetings – 2nd Tuesday of each month

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

WOTHA Board Member Terms

Member	Name	Term Start	Term Ends
1	Walter J. Rader Jr	January 2020	December 2022*
2	Jose Michael Laborte	January 2021	December 2023
3	Wilfred J. "Angus" McNeil	January 2021	December 2023
4	Kristin A. McManus	December 2021	December 2024
5	James E. Kirby	December 2021	December 2024
6.	Robert W. Keefer Jr	December 2022	December 2025

Support - Treasurer (Kyle Martin)

December 2022