



Board of Directors Monthly Meeting Minutes – Dec 06, 2021 (7 PM) via Zoom

1. Call to Order Meeting convened via Zoom at 7:03 PM by A. McNeil.

Board Members Present:

President- Angus McNeil

Vice President - Michael Case

Treasurer - Walter Rader

Secretary - Mike Laborte

Member at Large- Craig Nickol

Others Present:

Welcoming – Bibi Laborte

Social Event - Donna Victorio

- Bonnie Woltman

Victory Comm Mgt - Sarah Knaub

New Board Members:

K. McManus

J. Kirby

Absent: Beautification Co-Chairs–Amy Nickol , Co-Chair-Linette Kirby

2. Homeowner Forum. N/A

3. Secretary's Report

- i. Approved Oct 2021 BoD Minutes.
- ii. Approved Nov 2021 AGM Minutes.

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

- i. Accounts/expenditures. Presented bills paid, bank deposits and financial balances as of November 2021.
- ii. Budget vs Actual (expense) Review. Compared financial plan to expenses.
- iii. Misc.
 - Board authorized transfer of 2021 budgeted Reserve Fund contribution of \$5,700 as motioned by C. Nickol.
 - DPOR update required (post-VCM).
 - SCC submission required in Dec.
 - Board authorized December (vs Jan) payment to Bloom Landscaping.
 - Board approved motion to credit (lower) the 2022 assessment of a single homeowner who overpaid their 2021 assessment.

5. Committee Reports

- i. Welcoming (*B. Laborte*) – Draft of 2022 President's letter required.
- ii. Beautification (*A. Nickol & L. Kirby*). J Kirby said, holiday wreaths are up.
- iii. Social – (*D. Victorio*) reported on success of scavenger hunt event.
 1. Luminaries Prep & Event update by B. Woltman.
- iv. Newsletter (*D. Pine*). Provided update on newsletter ad sales.

6. Victory Community Management Report (*S. Knaub*)

- i. ARC. Three (3) approvals: 106 ZT – roof over side door & sunroom doors, 200 CHD – re-do & extend stone patio, install fire pit, 100CHD – store util trailer in backyard behind private fence.
 - a. The Board decided that ARC rules apply to the BMP similar to other water bodies in Woods of Tabb.
- ii. Resale Disclosure Packets: Three (3) resales 111 ZT, 104 MM, 105 WW.
- iii. Covenants Compliance: 31 letters sent out, majority related to mail boxes or early signs of siding mold.
- iv. Grounds
 1. Park.
 - a. Irrigation system has been winterized.
 - b. Champions Park entrance electric meter outage will be reported to Dominion Power. But it may be part of Wi-Fi meter conversion.
 2. Lakes – Wayne Lake (WL) Bubbler project awaiting parts, anticipated 15 Dec. WL Fountain not running today. VCM contacting maintenance.
- v. Miscellaneous.
 1. York County denied WoTHA request for addition of a penalty amount sign below existing “No Speeding” signs. Based on a lack of recorded excessive speeding numbers during their WoT study.
 2. State Farm Insurance rate rising to pay for bond fidelity increase. The Association’s fidelity bond amount is being increased in order to remain compliant with requirements of the VA Code based on our end of year Capital Reserve Fund balance.

7. Old Business

- i. 2022 - Budget and Assessment were adjusted to address continuing unknown cost of replacing Property Management and other rising costs. Motion to increase assessment by 8.31 percent to \$365 per year to support a budget of \$89,600 was made by C. Nickol and approved by the Board.

8. New Business

- i. The new Board Officers are: President James E. Kirby, Vice-President Kristin A. McManus, Treasurer Walter J. Rader Jr., Secretary Jose Michael Laborte, Member-at-Large Wilfred J. (Angus) McNeil III. Both A. McNeil and J. Kirby thanked outgoing members Craig Nickol and Michael Case for their service the last three years.
 1. A motion to name W. Rader as Chairperson of the Board Nomination Committee was approved. Term expires at the next Annual General Meeting.
- ii. Existing Bill Pay Resolution reviewed by the new board without change.
- iii. Grounds Contract. The board asked VCM to seek a bid from Bloom Landscaping for 2022 year beginning in March. The Board will seek two other competitive bids.



- iv. Property Management – transition plan.
 - 1. Sarah Knaub (VCM) will:
 - a. Post updates of WoTHA Officers on WoT webpage and minutes for Oct (BoD mtg) and Nov (AGM).
 - b. Plus WoTHA data files and all information related to the transfer of management functions for the WoT Board.
 - 2. The Board decided to have a special executive meeting on 9 December to discuss management company search and road ahead for the interim time period in 2022.

9. Date Confirmation

- i. Next BoD meeting 10 January - 7 PM, via Zoom.

10. **Meeting Adjournment.** At 9:32 PM meeting adjourned by A. McNeil.

2022 - WoTHA Board of Director Meetings

| | | |
|----------------------------|----------|------------------------------------|
| 10 January | 9 May | 12 September |
| 16 February (revised date) | 13 June | 10 October |
| 14 March | 11 July | TBD ... AGM 14 November BoD TBD |
| 11 April | 8 August | 12 December |

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 |

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