



MINUTES WFCA Board Meeting APRIL 11th, 2023

Attendance: Michael and Sharon Dalton, Sandy Martin, Ted Boardman, Anita Douglas, Joan Lewis, Tess Hall-Laloggia

Guests: Bayberry Vickie Renfroe, Katie Steger, Jeff Landfair
Jane Perry, Jan Greenwood, Beckie Owens, Martha and Frank Fitzgerald

- I. The meeting was called to order by President, Sandy Martin at 6:04 p.m.
- II. **Sharing session with Bayberry:** Vickie Renfrow reported the community is in good shape overall. Bayberry Board will be reviewing long-term projects to include rejuvenating aging landscaping and identifying “at risk” trees. A reserve study will be undertaken. Drainage issues have been addressed.
- III. **WFCA Business Meeting**
 - a. **Minutes:**
 - b. The **February corrected minutes:** Joan Lewis moved to accept the February minutes as corrected, and Anita Douglas seconded the motion. The vote to accept the minutes as corrected was passed.
 - c. The **March minutes** were presented. A discussion ensued as to how to properly summarize actions taken during an Executive Session. It was agreed that Joan would edit the section reporting on the executive session’s actions and the March minutes would be resubmitted for approval at the May meeting.
- IV. **REQUEST for EXTERIOR ALTERATION:** A significant amount of business time focused on serious emerging issues related to requests for exterior alterations.
 - a. Requests to remove original trees have been removed before the Board could act to approve or deny the request.
 - b. An incomplete request to install a fence was received, but the fence was installed before the Board could act to approve or deny the request. It was reported that part of the fence is in violation of the CCRs as it exceeds the 4’ height regulation. After much discussion, Ted Boardman submitted a motion as follows: After inspecting the fence, if a portion of the fence is higher than 4’ Pegasus Properties will issue a notice of violation and failure to obtain approval and issue a deadline to the homeowner to bring the fence into compliance. Failure to comply will result in a follow-up from our attorney. Anita Douglas seconded the motion and the motion passed.

Since there have been recurring violations of the approval process it was agreed that a Communication needed to be sent to all residents to explain the process and the consequences of violating the process can include the homeowner removing installations that are out of compliance at their own cost.

V. FINANCIAL REPORT:

- a. The financials were shared including a detailed report of checks issued.
- b. The end of the year 2022 financial report was reviewed.

VI. PRESIDENT’S REPORT: The online voting process continues to be fine-tuned to provide residents with a timelier response to exterior alteration requests.

VII. OLD BUSINESS:

- a. **Moss Creek Village inquiry for identification of border line:** The discussion continues regarding finding the boundary makers between Moss Creek Village and WFCA common area. Jane Perry from MCV reported that a survey was conducted in 1997. Ties were placed on trees which have since disappeared. It is believed that permanent markers such as rebar may have been inserted in the ground. Each party will continue to review their files for information and the use of a metal detector may resolve the issue. An agreement indicated that if another survey is required that the cost of permanent markers should be addressed to prevent further confusion.
- b. **Minutes from 2022 AGM:** Ted Boardman reported he sent two drafts of minutes from the November 2022 Annual General Meeting on March 14th. A final edit is needed.
- c. **Internal Review of 2022 Finances;** Treasurer, Anita Douglas reported that no one volunteered to serve on a finance review committee. She did a review of the year end report and worked with Michael to address a discrepancy of less than \$50 due to a double entry.
- d. **Pond Project Contract:** After the Board identified a list of concerns, the Board met with Jeremiah Percival on March 27th for a walk-through to discuss specific items. A Memorandum of Understanding reflected the agreement of the details in question and was attached to the contract.

VIII. NEW BUSINESS: The Board also agreed that more legal language was necessary to protect the WFCA members’ interests. Language was adapted from resources and will be submitted to the WFCA attorney for review and comment.

IX. Adjournment: Anita Douglas moved to adjourn, and Joan Lewis seconded the motion. The meeting was adjourned at 7:52 p.m.

In the absence of a Secretary, Sandy Martin, President, submitted these minutes.