

## ***The Woods Garden Club Meeting Minutes***

Wednesday August 23, 2023—6:00 PM

### **I. Call to order**

The meeting was called to order by President Donna Dozier at 6:00 p.m. The board members in attendance were Ken Wheeler, Jr., Ron Stutes, Jon Stone, Chris Petty, and Troy Mills. Richard Patteson was absent. Also present was our Certified Property Manager, Dawn Smith, with East Texas Community Management. There were no visitors present for the meeting.

### **II. Approval of Minutes**

The meeting minutes for July 19, 2023, were approved by email and provided to our webmaster for publication on our website.

### **III. Property Management Report**

Dawn began her property management report by telling the board that the guy from 360 Pools came out to look at the joints and masonry that we would like to have repaired in the pool area. He inspected the entire pool area and provided us a bid. He apologized for having been so busy up until now and had not been able to come out to get the bid done. The board will take this into consideration during the next budget meeting.

Our handyman, James, looked at the ladies bathroom, and realized the plumbing issue was beyond his scope of expertise, and it was too big of a job. The plumber came and did get the toilet re-seated, and it's now stabilized and fixed, but he found leaks that required the water be shut off, but he could not find the shutoff. He also inspected the men's bathroom and found a similar problem could happen at any time to that one as well. Dawn needed to have direction from the board whether to get all these repairs done, and

everyone agreed to go ahead and get all the repairs done, in both the men's and women's bathrooms. Dawn will make sure the plumber comes back and does just that.

James fixed the cover on the pool gate, which should prevent it from coming off.

Dawn reports that only five people now owe dues for both 2022 and 2023. There are still 44 people who have not paid their dues for 2023.

Dawn presented the violation log, and reported those residents to whom demand letters will be sent.

We are awaiting two bids for handrails at the pool. Dawn expects them to come soon. She will let the board know when she has received them.

Donna asked Dawn about the legislative changes to HOA rules, and if she was aware of the new policies. Dawn confirmed she did know about the changes. Since we already provide the information on our website, we are ahead of the curve on that news. The enforcement policy will now be emailed to all residents once per year, as well as being visible and evident at any time on our website. We will hand deliver the rules to those residents who do not have email addresses.

Donna also mentioned that there is a new method of establishing a lien on a resident's home, whereby two letters are needed to confirm to the home's owner that a lien is being sought. We will study the exact wording of the legislature's new rules to be certain we are in compliance, should a lien need to be imposed.

#### **IV. Financial Report**

Our Operating account, as of July 31, 2023, had a total of \$13,270.09. The Savings account had a total of \$129,092.22.

Dawn said we were doing okay. She moved \$15,000.00 into the operating account since this was tallied. She said everything looks normal, and that the trees cost is the one area we've gone over budget.

## **V. Old Business**

Donna mentioned the email that she had sent to the board, notifying them about a resident's confrontation with one of our vendors. This email was sent the day the incident occurred, which detailed the fact that a resident had cursed and put his hands on our landscaper, Kenneth Edwards, because he learned, after asking Mr. Edwards if he had complained about him, that he had, indeed, complained about this resident. Additionally, it was noted in the email, that Doug Stapleton had also been contacted again by this resident three days prior to this confrontation, and he felt it was to the point of harassment.

This was a Class C assault on Mr. Edwards, according to one of our board members who is currently a Tyler policeman. He said it's a citation offense, handled in municipal court, should Mr. Edwards wish to file a charge.

Donna said there had been a further development, in that this resident was trying to find out who our current cleaning crew is, so he could question them about whether they'd complained about him or if they had seen him in the pool area, or to extract a letter from them, saying they had not seen him in the pool area before 9:00 o'clock. The resident contacted Dawn and Donna. Donna said he contacted her by text message, asking if Andrews Cleaning Service is still in business. She said she told him she didn't know if they were or not. This occurred on August the 1<sup>st</sup>, two days after the assault of our vendor at the pool. Dawn told Donna that the resident had also questioned her about Andrews Cleaning Service, and that another guy had called her, asking

about Andrews Cleaning Service, and she was certain it was at the prompting of this resident.

The board noted that they believed the proper protocols had been followed, and he has been given ample time (including 22 minutes at the July board meeting) and attention to say he didn't do it and the board considers this matter closed.

In other old business, Dawn is expecting two bids to come in any time, for the hand rails at the pool. She will send the results to the board as soon as she receives them.

## **VI. New Business**

Donna reported that a resident working for the Exceptional Emergency Center wants to sponsor an event in our neighborhood, and suggested doing so for the National Night Out, which occurs on the first Tuesday in October every year. The board discussed this, and would like more information. Since this resident is a neighbor of one of our board members, Jon Stone, he is going to speak to her and get more details on what the plans would entail and what the hours would be, etc.

Donna also reported that the tentative date for our Annual Meeting is set for January 30<sup>th</sup>, but that date will not be firmly cemented until September, when Green Acres Baptist Church will hold their next scheduling event. Donna will let everyone know once that date is confirmed.

## **VII. Miscellaneous Non-Action Items**

Ken said he and Troy have been busy working on sprinkler heads, rotors and irrigation pipes. Ken said they noticed a brown patch in Stonebrook, and believes a pipe was cut into by either Vexus or Optimum, as they were burying fiber optic cable.

Ken reported he met with Mr. Neuhaus, with the City of Tyler, regarding the unsightly concrete “crypt” at Brookview Court and Woods Blvd. and that he’s been promised the City will add a silt fence, and stain the concrete and bring in more dirt for the area, as well as add grass to the area. The City’s contractor still has to line the pipe in that area.

It was noted that this dry weather is going to make our water bills higher, and everyone agreed that a good rain would be more than welcome.

## **VIII. Adjournment**

Ken made the motion that we adjourn. Chris seconded the motion. All agreed, and we were adjourned at 6:58 pm.

Respectfully submitted,

Ronald D. Stutes