

The Woods Garden Club Meeting Minutes

Wednesday February 21, 2024—6:00 PM

I. Call to Order

The meeting was called to order by President Donna Dozier, at 5:59 p.m., one minute early, since all who were attending were already present. The board members in attendance were Ken Wheeler, Jr., Ron Stutes, Richard Patteson, Troy Mills, and Jon Stone. Chris Petty 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 January 24, 2024, were approved by email and provided to our webmaster for publication on our website.

III. Election of Officers for 2024

Donna said we needed to elect our new officers for 2024. Ron made the motion that everyone keep their same board positions for the year. Ken seconded the motion, It was unanimously approved that there be no changes to the duties and positions of the board for 2024.

IV. Property Management Report

Dawn began her report by telling the board that she received our pool certification permit, and asked the board to note that there had been a price increase from \$250 to \$300. Dawn said she has to attend “pool school” for a total of four of the pools she manages, but would like one of the pool committee members to volunteer to attend, as well. She believes it would be helpful for one of the volunteers to learn the information as well, and the previous years’ instructors have also encouraged this of our volunteers as well. She’s going to contact them and ask if they will agree to attend.

Dawn said 12 owners owe 2023 and 2024 dues; 65 homeowners still owe for 2024. Dawn also explained that 4 people owe dues for three years.

Dawn said she has been in contact with Texas Metal Industries, the source of our specialized street signs. She said they informed her that the person who had been doing the mold for our posts and signs has changed, and they are in the process of getting the signs created by a company in California.

Dawn said that she had sent in a protest for the high tax assessment on one of the parcels our HOA pays taxes for, and will let us know when she hears something. Donna asked her what parcel it is that has increased in such a high assessment, and Dawn said she couldn't remember right then, but will send it by email.

The flash drive and paperwork were retrieved from our late attorney's office, Matthew Thigpen, who passed away in December. Dawn said she forgot to bring the paperwork and flash drive, but will get that to us.

Dawn went over the violation log, and reported a couple of problems that have been recently addressed, and a promise made by the owners to take care of their violations, including a window AC unit that must be removed, and a few yard/maintenance problems. It was also noted that a resident must receive a fine for removing two trees he had no permission to remove. When our ACC went to check on giving approval, after the resident submitted a request to remove the trees, the owner had already removed them and had the stumps ground. He did this well before the ACC had a chance to give approval, so he acted without regard to the covenants.

After discussing other violations, and having a few questions answered, the board moved on to the next agenda item.

V. Financial Report

Our Operating account had a total of \$95,118.73. The Savings account was at \$65,018.94, for a total of \$160,137.67. Dawn said she will be moving some money out of the checking account soon, and into the savings, to draw down on that throughout the year.

Dawn also said we've already had tree expenses pop up, and the board acknowledged that it's likely only just the beginning of those woes.

VI. Old Business

Donna said she had gotten a lot of positive feedback from our Annual Meeting that was at 6:00PM on Tuesday the 30th of January at Tyler Tabernacle. She said one person called to tell her she has lived in five different HOAs and she has never been to a meeting where the residents in attendance applauded the board at the end of a meeting. She and others were complimentary of the meeting and the information given. Donna said she had also had good feedback on the location, as well.

The other matter of old business discussed was that of a potential attorney who is under consideration to represent us. Ron said he had run into a colleague, with whom he and Dawn had met last month, and the attorney offered to lower his rate, given that he knows and trusts Ron. Ron told him he would take it to the board. The board discussed this potential hire, and Ron suggested we also ask to have the retainer fee waived. Ken made the motion to make this offer to the attorney, and Troy seconded the motion. It was unanimously approved. Donna asked Dawn to contact the attorney, but Ron volunteered to do it, so it was agreed he will handle it.

VII. New Business

Donna said we needed to discuss what had been talked about at the Annual Meeting: the Reserve Study's recommendation that dues

be raised by \$10 per month (as of 2022). The board was in agreement that we could not keep on using our savings to make up the difference inflation has caused. It was agreed that we should follow the guidance of the professionals, and call a special meeting, following the rules provided for us in the covenants, and let the membership vote on a \$10 per month increase in dues for 2025.

Ron said he believed we should keep the discount in effect, so that anyone who paid by January 31, 2025 would pay \$378, which would be 10% discount off of \$420. Ron made the motion to call a special meeting and let the membership vote on a \$10 per month increase in dues, for the first time ever, in the history of The Woods Garden Club's existence in over 30 years. Richard seconded the motion, and the board voted unanimously to call a special meeting and let the membership vote on that proposal.

The board discussed potential dates that this meeting will be called. A date was decided upon, but will not be announced until we know if the Tyler Tabernacle's meeting room will be available for us to use. Once that is established, then plans will be made to create a letter to be sent to the membership (another costly mailing expense!) to let everyone know they can come vote at this special meeting.

VIII. Miscellaneous non-action items

Ken and Troy discussed that there are a few outstanding violations that need to be noted for a home that is for sale. Dawn said she'd received the resale certificate and will make note of what needs to be addressed. Troy said he thought it would be helpful for Dawn to let the ACC know when a house is for sale so it can be assessed thoroughly for any problems so the new owners would not have to deal with any unknown problems. Dawn agreed and said she will send the ACC the information when she gets it.

Ken said TruGreen had been out to do the pre-emergent last week.

Donna and Ron noted that they cannot be at the March meeting, and it was decided that the March meeting will be canceled. Donna said she would work on the wording for the special meeting letter and will share the particulars by email.

The next meeting will be April 17th, as scheduled, since it is the third Wednesday.

IX. Adjournment

Ken made the motion that we adjourn. Richard seconded the motion simultaneously. All agreed, and we were adjourned at 6:45 pm.

Respectfully submitted,

Ronald D. Stutes