

MEETING MINUTES

THE WOODS GARDEN CLUB HOA

Date: Thursday May 15 ,2025

Time: 6:00 PM

Meeting called to order
by: Donna Dozier

IN ATTENDANCE

The board members joining Donna Dozier in attendance were Ken Wheeler, Jr., Ron Stutes, 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 in attendance.

APPROVAL OF MINUTES

The meeting minutes for April 17, 2025, were approved by email and provided to our webmaster for publication on our website.

PROPERTY MANAGEMENT REPORT

Dawn said the new requirement for electrical inspection has been completed. The necessary repairs were made, including a new grounding plug for the pool pump, and other necessities. A new sign that is now required by NET Health has also been purchased and installed. The new bulbs located underwater (inside the pool) will be installed later this month.

Troy said he's going to see about the water heater next week. We got four new lounge chairs purchased and put out at the pool. Troy mentioned that the umbrellas need replacing, and that we need to remind people to close them so they won't get damaged in the strong winds. There is only one extra in the storage room, so the board decided it's time to buy four more new umbrellas. Dawn said she will take care of that as soon as she can. We had some money left over from the pool furniture budget for the purchase.

James found termites at the back door of the pool storage room. He took off the molding and found them. Ken is getting prices for new jamb and door. He also called a pest control service to come look. The service actually came to check during our meeting, so we were able to approve and accept his bid during the meeting. The vendor will get started as soon as he can.

Dawn said a resident who lives near the pool wants to help out in any way she can, with the playground equipment and play areas. Dawn is going to ask her if she would be willing to serve on the pool committee. The board is appreciative to learn of anyone who wants to volunteer their time to help us.

Dawn reported that she got our insurance bill, and that it was less than last year's cost. She checked to ensure it's for the same amount of coverage.

Dawn got approval from Ken to go ahead with a clean-up on our greenbelt of a tree that needs attention in The Ridge. She's going to get Kenneth to take care of that small matter for us.

The shipping company for the long-awaited signpost in the Ridge called to tell Dawn that it should arrive on Tuesday. James will get it installed as soon as he can, once it finally arrives. Dawn is going to search for other companies that can supply us with these specialty posts. The wait times for this company's products are just indefensible, but they may be "the only game in town."

There are currently 45 residents who owe their dues for this calendar year. There are 16 who owe multiple years.

The board discussed the violation log. Ken said he was glad the streets were now listed in alphabetical order, because that helped. Ron asked Dawn about a few specific addresses. Donna asked about one that was just completed, and Dawn noted that she had removed it because it was resolved.

FINANCIAL REPORT

Dawn reported financial information as of the end of April. There is \$20,865.86 in our Operating account and \$150,613.10 in our Savings account. The total is \$171,478.96. We did have some tree expenses this month. So far, we are doing better this time of year than the same time last year.

OLD BUSINESS

Dawn reported that she and Donna had received emails from our attorney and provided him with all the necessary information he required once again. Mostly, this was re-sending him the same information we had already given him. Each of his questions were answered.

Dawn said she has continued to contact the City about the tree at the Ridge bridge, and has added a couple more that they need to look at. She said she will keep reporting it daily, in hopes that constant contact will help get them to respond.

The board tabled the transfer fee discussion, given that more information is needed to have a thorough discussion about that topic.

Dawn displayed our Ridge resident's choice of paint color, which was one of several she provided for him as an option to repaint his shutters and trim. Ron moved that we accept his choice, and Troy seconded that motion. The board agreed that the resident can go forward with that choice of paint color.

Donna reported that a Ridge resident's violation deadline was coming up at the end of May, and that we should be ready to file the lawsuit against him, since he has done nothing he has been asked to do, and did not even respond. The board agreed that Dawn should instruct our attorney to be ready for that action if we hear nothing by the deadline.

NEW BUSINESS

Donna said she thinks it would be a good idea for us to provide our property manager with a list of what we expect from her. She noted that in a recent board meeting, Dawn was asked to perform a particular duty, and she responded that she was happy to do that, and just needed to know it was expected of her. Ron prepared a list off the top of his head and distributed the list. The board was asked to consider these duties and add more if he missed something. Everyone agreed, including Dawn, that they would think about this and discuss it at our next meeting.

The board discussed the need for a new roof at the pool. Ken had gotten a bid, along with the costs for gutters both without leaf covers and with leaf covers. The board thought the cost was reasonable and doable. Donna asked if the roofer mentioned if there was hail damage from over the years of hail storms. Ken said he thought there may be. Dawn is going to ask our insurance agent if we are covered for that, and we will proceed once we have more information. We also want to consider painting, if possible.

MISCELLANEOUS NON-ACTION ITEMS

Donna said someone had mentioned wanting to close our streets and have a 4th of July parade. She said that because this was posted on the Facebook page, she had gotten eleven calls from people saying they want nothing to do with a parade or closing our streets. One lady told her she has her 90-year-old mother living with her, and would never agree to closing streets to emergency care, given her mom's health. This lady would be on the route area that would be closed, if such an event happened. Donna contacted the City and learned that we would have to pay for a permit from the City of \$100, and also provide proof that our residents all along the route would agree to closing the streets. The board also voiced concern of liability, if someone should be hurt.

Ken and Troy went to the City's Open House at the Alumni Center (before they were actually open and were allowed in) to find out more about the Shiloh Road Extension project. Donna said she was disappointed this meeting occurred at the same time as our board meeting. Troy said the short-term plan would involve creating a 2-lane road with a center turn lane. A longer-term plan would be for a 4-lane street with a turn lane, and maybe a bike lane. Either way, the intended route they would like comes very close to Westbluff and Bentrledge streets. Troy said it would essentially take in the greenbelt at

Southwood. There is a street sign located where the route would go. That sign has been there since that exit was created. This is still in the early stages of planning, and the board is determined to watch the actions taken by the City.

Donna said she and Ron had been to the storage unit twice and loaded up as many of the old documents as possible. There were boxes and boxes of old records no longer useful or needed. Donna has shredded and destroyed about ten years' worth of old, out-of-date information. We will, of course, keep vital records, and any records the IRS might need. Ken said he reported to the storage unit manager that the weather stripping needs to be fixed, and the door repaired, so we don't have to prop it open with a T-post!

Troy said he had discussed an idea with our webmaster to have a portal for our board to archive emails and any necessary documents. He said he also thinks we need to prepare a "succession plan" for our Developer's Representative, in the event of his departure. The board agreed this was worth pursuing and discussing.

VISITOR COMMENTS

No visitors were present.

ADJOURNMENT

Troy made the motion to adjourn, and Ken seconded the motion. The meeting was adjourned at 7:03 PM.

Respectfully submitted,

Ronald D. Stutes, Secretary