

Williamsburg Manor Homeowners' Association Minutes
Wednesday, August 12, 2020

The meeting was called to order by Patricia Johnson, HOA President. The following members were present: Leonard Naipaul, Darrell Tetterton, Joyce Smith, and Patricia Johnson and HOA Manager, Tonya Jones.

A quorum (3) was established to conduct business as follows.

The Management reports were reviewed and discussed as well as the Balance Sheet, Profit and Loss Budget Performance, Delinquencies, and Work Orders.

After review of all reports, the following discrepancies were reported: An expense of \$225.74 July expense which Tonya will research and let the Board know why the expense was paid.

Quote for Gutters were discussed from Tri-City at \$3-5K per building. It was agreed that we would reconsider later due to outstanding needs and work orders.

We entertained quotes to cut and trim trees, 109 E and 105 E. Board voted to approve and have completed.

Delinquencies were discussed and Tonya will send letters and if no response, send to JP for collections. Board agreed.

Old business: wood rot and painting, and parking lot will be up for discussion at the next meeting.

Speed bumps and better lighting were also discussed for safety issues. Tonya will call GUC on updating lighting and check on Police lights in area. No trespassing signs will be purchased as soon as RPM cuts check. The board voted to have them placed on buildings at \$60 per hour. Tonya will get the maintenance crew to get those on buildings. Signs must be on buildings before Law enforcement can enforce curfew and no trespassing orders. Contracts are ready. We will schedule a meeting with Rose Glover and police once signs are on buildings.

Our new pest control company will be Othos. Tonya will send notices to inform homeowners.

Any contractor doing work on premises needs insurance and company information to be paid/reimbursed for work.

We will also follow up on the drain repairs in the parking lot.

Next meeting will be November 18, 2020 at 9:00 AM at RPM. This will be a budget meeting.

There being no other business to discuss, the meeting was adjourned at 10:15 AM.

Respectfully submitted by
Darrell Tetterton, Treasurer