

**Winslow Farm Community Association, Inc.**  
**Board of Directors Meeting**  
Tuesday, August 13, 2019  
Capital Realty, Inc. – Conference Room  
323 E. Winslow Road, Suite 100

**Board Members:** Brandon Cavaness, Sandy Martin, Charles Steele, Gary Wiggins;  
**Homeowners:** Lynn Struve, Larry and Joanne Jackowiak, Jan Greenwood; **Property Manager:** Carole Damon

I. Call to Order: 6:01 PM.

II. Homeowner Comments (5 minutes each)

Jan Greenwood, VP of the Moss Creek HOA, commented that she was pleased to see the pond work underway on Ponds 4 and 5 and the plantings on Pond 7. Lynn asked whether the Davey Group was still under contract with WFCA. They are not.

III. Minutes

With motions to approve by Sandy and seconds by Brandon, both the July 9, 2019 and the June 11, 2019 Board minutes were approved.

IV. Financials

Financial documents were reviewed by Carole and accepted following the motion by Gary, seconded by Charles. The Board approved transfer of \$16,500 for reserves from checking to savings. Carole noted that the figures reported in the financial documents are up to date as of the day of printing.

V. Task Registry

Two street signs still need to be replaced. Nature's Link will remove the old posts, fill in the holes, and plant grass. There is a problem with the streetlight in Sweetbriar where the concrete work was done. Dan Brown is now helping plan the September 28 social to be held in Winslow Woods Park (across Highland from the YMCA). Postcards will be sent to those addresses whose owners are not included in Carole's e-mail file. Others will receive e-mail notification of the social.

VI. Exterior Alterations Request

- a. 2227 Bent Tree – roof request: approved
- b. 2222 Bent Tree – roof request: approved

Sandy suggested a list of preferred colors for roofs be prepared.

VII. Pond Report

Members of the Pond Committee are Sandy Martin, Beckie Owens, Rhett Salisbury, and Lynn Marsh. Carole and Sandy reported on the recent meeting with

Nature's Link owner Lester Asher to get his suggestions for improving the look of the north end of Pond 3. A quote is expected soon. The committee hopes to see some of the muck in that pond cleaned out before the annual meeting. Charles noted that the preferred approach nowadays is for the storm runoff water to go back into the ground, a statement supported by Jan. The primrose treatment seems to be working, but at least one muskrat was seen recently. Sandy noted that the 2' wide and 2' high fringe around Pond 7 is not being followed. Carole reported that the forms have been laid on Ponds 4 and 5, but approval is needed from the board for the concrete and rebar to be installed. Two quotes have been received for painting the bridges.

VIII. Unfinished Business

- a. 2020 Budget: Sandy and Brandon will work on a budget to be voted on at the September Board meeting.
- b. Minutes on Website: Brandon is attempting to bring up to date the posted minutes on the web. The goal is to keep the last 12 months of minutes on the web. Minutes for September 2018 and several months in 2019 are still not up.

IX. New Business

- a. Encourage community beautification projects: Much support was expressed for the idea of volunteer work, with reimbursement of some expenses from the WFCA budget.
- b. Communication with MC, MCV and Bayberry HOAs: More frequent meetings than just the annual April joint meeting are needed, with structured discussions of real problems, not just reports of what projects have been completed the previous year or planned for the future. A second meeting in November right after the annual meeting was suggested.
- c. Orientation for new WFCA Board members: a good idea that needs work. A training session for new members in December should include a drive around the neighborhoods and handouts.
- d. Neighborhood architectural committees: It was suggested that we have a handout at the annual meeting, encouraging people to serve on their neighborhood architectural committees and stressing their importance for keeping property values in Winslow Farm from deteriorating.
- e. Agenda/presentation for the annual meeting: The Board will rehearse for this at the regular October meeting. A suggestion was made to allow questions to be written on cards as people enter the annual meeting. Then a selection of questions would be dealt with as part of the agenda.

X. Neighborhood Committee reports: None

XI. Executive Session: Following the open meeting, Carole shared some disturbing e-mail correspondence she had with a Board member. The Board would like to reinstitute a formal evaluation procedure. Such a procedure will ensure fairness to both the management company and the Board.

Adjournment: 7:35 PM.

Respectfully submitted,

Gary Wiggins, Secretary