

WRA Regular Meeting Minutes
March 13, 2023

President Doug Ross called the meeting to order at 7:02 p.m. This meeting was held at the Whisper Creek Clubhouse. Directors present: Loni Borkowski, Nate Ellwitz, Debbie Gwaltney, Thomas Hickey Lynda Pace, Langdon Potts, Doug Ross, Terry Tracy, and Jim Wills. Directors absent: Jerry Young (no proxy). Guests: Financial Manager Lisa Crowder and two (2) others.

Director Tracy made a motion to approve the February 28, 2023 Regular Meeting Minutes. Director Pace seconded. The motion passed.

Financial Report

1. Financial Manager Crowder and Director Tracy reviewed the financial statements for February 2023, which were sent to the Board of Directors prior to the meeting. There were no questions.
2. Interest was credited to the Road Reserve money market accounts held at First Horizon Bank, dating back to January 1, 2023. Balances for all accounts are being monitored to remain under the aggregate \$250,000 (two hundred fifty-thousand dollars) FDIC limit. New accounts will be opened at additional financial institutions, as necessary.
3. Annual Audit:
 - a. The WRA audit for fiscal year 2022 is underway.
 - b. Owners wishing to receive a copy of the audit upon completion can request one by contacting Business Manager Granic.
4. Past Due letters are being mailed to those homeowners who are more than \$300.00 (three hundred dollars) in arrears on their HOA accounts. These letters have been very successful in lowering the overall accounts receivable.
5. Director Potts moved to accept the February 2023 Financial Report. Director Wills seconded. The motion passed.

Business Manager's Report

1. Communications:
 - a. The March 2023 newsletter has been emailed to residents and uploaded to the website. Following approval, the February 2023 meeting minutes will be added to the website.
 - b. Three (3) new residents have been provided with welcome packets and barcodes and added to the email list.
2. Gates, Cameras, and Guardhouse:
 - a. Twenty-two (22) new bar codes were issued in the past 30 (thirty) days.
 - b. Continuing to work on the insurance claim for the resident gate repairs.
3. C&Rs: Continuing to work with the C&R Chairperson regarding C&R issues in the neighborhood.
4. RV Lot:
 - a. Two (2) residents have been notified that their vehicles are parked in the wrong locations. These residents have been asked to move their vehicles to the appropriate spots.
 - b. Two (2) small spaces (maximum length 10 (ten) feet) are available in the RV lot.
 - c. Dumpster rental options for the pending WRA storage trailer clean-out are being explored.
5. Annual Meeting:
 - a. The WRA Annual Meeting will be held at 7 p.m. on March 27, 2023 at New Heights Baptist Church.
 - b. Nine (9) board member applications were received for the five (5) open board positions.
 - c. Ballots were mailed to all homeowners.

Guest Speakers: One homeowner addressed the Board regarding stormwater damage to his property. An investigation will be conducted.

New Business

No new business was discussed.

Unfinished Business

1. Windstone Drive Culvert Repair: CTI Engineering has completed the necessary drawings for this repair and a preliminary scope of work has been prepared. The bid package is anticipated to be complete by the end of March.
2. Infrastructure Mapping: All neighborhoods have been reviewed. Approximately 12 (twelve) items will be added to the infrastructure map.
3. Annual Meeting/Board of Directors Elections:

- a. The WRA Annual Meeting is scheduled for March 27, 2023 at 7 p.m. at New Heights Baptist Church.
 - b. Ballots for the election of the Board of Directors were mailed to homeowners on March 6, 2023.
 - c. The agenda for the Annual Meeting was reviewed.
 - d. Please also see Business Manager's Report, Item 5.
4. Roads:
 - a. The culvert on Blue Jay Parkway at Hole 14 has been inspected and found to be severely damaged. Repair solutions are being sought.
 - b. Director Tracy will obtain quotes for full inspections of the culverts going under WindStone roads.
 5. WRA Storage Trailer Clean-Out: This event will be scheduled once the new Board of Directors has been seated.

Committee Reports

1. ARB: The ARB has reviewed and approved the following requests from WindStone homeowners in February 2023:
 - a. Replace siding (1)
 - b. Update landscaping (2)
 - c. Window replacement (1)
 - d. Deck replacement (1)
 - e. Install metal fencing (2)
 - f. Tree removal (1)
2. C&Rs:
 - a. The following items were addressed in the last month: street parking/safety hazard (1), dirt bikes (1).
 - b. Please also see Business Manager's Report, Item 3.
3. Community Planning: No report.
4. Gates and Security:
 - a. The barrier arm at the rear entrance gate was reattached.
 - b. Upgrades to the gate camera systems are being explored.
 - c. Please also see Business Manager's Report, Item 2.
5. Golf: No report.
6. Lakes: The fountains in Lake Haven and Lake Wisley are scheduled to be cleaned in April.
7. Landscaping: No report.
8. Playground: No report.
9. Roads: Please see Unfinished Business, Item 4.
10. RV Lot: Please see Business Manager's Report, Item 4.
11. Sewer: No new activity.
12. Special Events: No new activity.
13. Stormwater:
 - a. Drainage issues on Windstone Drive and Blue Jay Parkway at Hole 14 are being investigated.
 - b. Working with the Landscaping Committee to obtain quotes for storm drain clean-outs on a scheduled basis.
14. Trash Service: No new activity.

Director Tracy moved to close the Regular Meeting; Director Borkowski seconded. The motion passed and the Regular Meeting closed at 8:13 p.m. The next regularly scheduled meeting will be held on April 10, 2023 at 7 p.m. at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Doug Ross, President