

WRA Regular Meeting Minutes
March 14, 2022

President Jim Wills called the meeting to order at 7:06 p.m. This meeting was held at the Whisper Creek Clubhouse. Directors present: Debbie Gwaltney, Thomas Hickey, Tonya Holland, Lynda Pace, Doug Ross, Terry Tracy, and Jim Wills. Directors absent: Johnny Barnes (proxy held by Tonya Holland) and Justin Cash (proxy held by Jim Wills) Guests: Business Manager LeAnn Granic and eight (8) residents.

Director Tracy made a motion to approve the February 14, 2022, Regular Meeting Minutes. Director Holland seconded. The motion passed; Director Hickey abstained.

Financial Report

Director Tracy submitted the following Financial Report:

1. Director Tracy reviewed the February 2022 financial statement and financial spreadsheet, which had been provided to the members of the board via email prior to the meeting. There were no questions.
2. Director Tracy stated that the WRA remains in a positive cash position and that accounts receivable stands at \$3,561.60 (three thousand five hundred sixty-one dollars and sixty cents). Accounts receivable at the end of February 2021 were \$4,173.00 (four thousand one hundred seventy-three dollars) and approximately \$9,000.00 (nine thousand dollars) at the end of February 2020. This decrease in accounts receivable is due in large part to the collection policy instituted by the WRA.
3. The Windstone Residential Association audit for fiscal year 2021 is being performed by Johnson, Hickey & Murchison, P.C., CPAs. The audit should be complete by the Annual Meeting, which is scheduled for March 28, 2022. Director Tracy has reviewed the audit and Financial Manager Crowder is currently reviewing the document. Any homeowner wishing to receive a hard copy of the audit may do so by submitting a written request to Business Manager Granic.
4. Director Pace motioned that the February 2022 Financial Report be accepted. Director Holland seconded. The motion passed.

Business Manager's Report

1. Communications:
 - a. The March 2022 newsletter was emailed to residents and uploaded to the website. Following approval, the February 2022 Regular Meeting minutes will also be uploaded to the website.
 - b. The WRA online resident directory has been updated, new residents have been added to the email notification list and were provided welcome packets and bar codes.
2. Security and Gates:
 - a. The front resident gate was not functioning properly due to an issue with the chain and limiter. This gate was repaired on March 14, 2022.
 - b. The back gate bar code scanners are experiencing intermittent failures. The gate technician has been contacted.
 - c. The back exit arm has been hit three times in the past month. All of these incidents involved non-resident vehicles piggybacking behind another vehicle.
3. Streetlights: One streetlight was repaired in Whisper Creek.
4. Legal: The Business Manager is continuing to coordinate efforts with the WRA attorney with regard to the HUD complaint.
5. 2022 Board of Directors Election:
 - a. Ballots were mailed on March 4, 2022, and counting has begun.
 - b. Due to the uncertainty of the availability of the Windstone Grill, the annual meeting has been moved to New Heights Baptist Church. Notice of the venue change will be sent to residents.

Guest Speakers: One resident addressed the board to discuss the potential placement of a new street sign at the intersection of Cattails View and Cattails Drive. He presented the board with a rendering of the proposed signage. This request will be taken under review.

New Business

1. Spring Yard Sale: The date of the Spring Yard Sale has not yet been determined. Residents will be notified when the date is chosen.

Unfinished Business

1. WindStone Signage:

- a. Phase Three of the WindStone signage painting project (all remaining signage in Meadowlands, The Creeks, The Cattails, and The Overlook) is complete.
 - b. Director Tracy moved that CertaPro be paid \$10,384.00 (ten thousand three hundred eighty-four dollars) to complete Phase Four of the signage painting project (all remaining signs along Windstone Drive, Wisley Way, The Woodlands, The Village, Lake Haven, and The Pines). Director Ross seconded. The motion passed.
 - c. The stop sign at the intersection of Hummingbird Hill and Bluejay Parkway is missing. Director Pace motioned that Fast Signs be paid no more than \$450.00 to replace this sign. Director Tracy seconded. The motion passed.
2. March 2022 Board of Directors Elections:
 - a. On February 24, 2022, Directors Gwaltney and Holland met with the 2022 Board of Directors Candidates to provide them with an overview of the responsibilities and duties of board members.
 - b. A neighborhood Meet-and-Greet was held on March 3, 2022, at the Whisper Creek Clubhouse to allow the residents to meet candidates and current BoD members.
 - c. There are currently four board seats plus the ARB Chairman position up for election. Two of the open seats have term lengths of three (3) years, resulting from expired terms; one seat is a two-year term, resulting from a seat unfilled during the 2021 election; one seat has a one-year term, which resulted from a BoD resignation. Director Gwaltney moved that the ballots received be used to determine the distribution of the terms of the candidates: the candidates receiving the two highest number of votes will serve three-year terms, the candidate receiving the third highest number of votes will serve a two-year term, and the candidate receiving the fourth highest number of votes will serve a one-year term. Director Pace seconded. The motion passed.
 - d. New Heights Baptist Church offered the use of their facility for the WRA 2022 Annual Meeting on very short notice when the availability of the previous venue became uncertain. The meeting will be held on March 28, 2022, and will begin at 7 p.m., with the doors opening at 6 p.m. A quorum of votes (50%+1, or 330 (three hundred thirty votes) must be received before the meeting can commence. Director Gwaltney motioned that the WRA donate \$500.00 (five hundred dollars) to New Heights Baptist Church for the use of their facilities for the WRA 2022 Annual Meeting. Director Holland seconded. The motion passed; Director Tracy abstained.
 3. Cattails Drainage: Portions of the Cattails drainage ditch have been regraded in an effort to improve the flow of water. This project will continue to be monitored.
 4. Windstone Drive Culvert Repair: The final phase of the Cattails drainage project is the repair/replacement of the culverts under Windstone Drive which direct water from the drainage ditch to Lake Wisley. This work is more extensive than originally thought. Director Hickey will contact CTI Engineering to solicit their assistance in determining the scope of work and preparing a bid package for this project. Windstone worked with CTI Engineering on the similar, but much larger, culvert replacement project on Lonesome Dove Lane.
 5. Stormwater Issues:
 - a. Homeowners in The Pines and The Overlook had requested that the WRA evaluate stormwater issues at their properties. Many board members visited these homes to evaluate the concerns of the homeowners. It was determined that the water issues were not the result of any changes to the road or any other action(s) take by the WRA and were therefore the responsibility of the individual homeowners. Director Hickey motioned that the WRA not accept responsibility for the drainage issues at 50 Windsor Lane and 534 Turtle Crossing. Director Ross seconded. The motion passed.
 - b. Stormwater issues will continue to be evaluated on a case-by-case basis.

Committee Reports

1. ARB:
 - a. The ARB has reviewed and approved the following requests from WindStone homeowners in February 2022:

i. Replace roof/shingles (1)	vi. Tree removal (1)
ii. Replace front door (1)	vii. Replace windows (2)
iii. Update landscaping (3)	viii. Replace fascia and soffits (1)
iv. Install metal fence (1)	ix. Add gutter guards (1)
v. Install new play set (1)	x. Sunroom addition (1)
 - b. Construction Updates:
 - i. VI413 (Bluejay Parkway): This lot was newly-purchased and the lot was partially cleared with no further work done. Efforts have been made to reach the lot owner but have been unsuccessful; the owner is not local. Information that the lot is once again for sale has not been confirmed.
 - ii. VI519 (Lonesome Dove): Construction had to cease several weeks ago to allow Atlanta Gas Light to relocate the gas lines, which were originally placed too far back on this and three other lots on Lonesome Dove Drive.
2. Lakes: No activity.

3. Trash Service: New trash rates will begin on April 1, 2022.
4. Roads: No new activity.
5. C&Rs: No report.
6. Golf Course: No report.
7. Landscaping: No report.
8. Security/Gates: Please see Business Manager's Report, Item 2.
9. Sewers: No activity.
10. Special Events: Please see Old Business, Item 2 and New Business, Item 1.
11. Playground: No activity.
12. Stormwater: Please see Old Business, Item 5.

Director Tracy motioned to enter Executive Session for the purpose of approving Executive Session minutes. Director Hickey seconded, and the motion passed. The Executive Session convened at 8:56 p.m. Director Hickey moved to close the Executive Session; Director Holland seconded. The Executive Session closed at 9:05 p.m. Director Tracy moved to close the Regular Meeting; Director Hickey seconded. The Regular Meeting closed at 9:06 p.m. The next regularly scheduled meeting will be held on April 11, 2022, at 7 p.m. at the Whisper Creek Clubhouse.

Respectfully submitted,

Deborah S. Gwaltney, Secretary

Jim Wills, President