

The Villages of Westcreek Owners' Association, Inc. Est. 1994
Regular Meeting of the Board of Directors

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6 p.m. via Zoom

I. OPEN MEETING: The Regular Meeting of the Board of Directors was called to order by the President at 6:02 pm, on Tuesday, February 27, 2024. The purpose of the meeting was to conduct regular business as identified in the pre-announced Agenda.

Board Members Present

Elaine Maurer, President
 Lynette Bradley, Secretary
 Brian Bush, Treasurer
 Brandon Schuler, Vice President

Board Members Absent:

Heather Mallia, Assistant Secretary

Staff Present:

Name	Position	Name	Position
Andrea McFarlan	Community Manager		
Melissa Garcia	Assistant Community Manager	Terri Holmes	Lead Recreation Specialist
Andrea McFarlan	Client Relations Manager		

Members Present:

There were 28 homeowners present during the call.

II. APPROVAL OF PREVIOUS BOARD MINUTES: The Board reviewed the meeting minutes from the January 18, 2024, Board meeting. Elaine Maurer made a motion to approve the January 18, 2024, minutes the motion was seconded by Lynette Bradley, and all board members were in favor and the minutes were unanimously approved as written.

III. OPEN FORUM FOR HOMEOWNERS:

The floor was open for homeowner questions and with no questions asked, the floor was then closed.

IV. DEPARTMENT REPORTS:

- a. Maintenance: The maintenance report was covered by Ms. Andrea McFarlan, the Community Manager.
- b. Standards: Ms. Andrea McFarlan the Community Manager went over the total violations from the dates of *January 18, 2024 to February 26, 2024*

- c. Community Activities: Terri Holmes presented the 30/60/90-day report included in the power point and informed those in attendance that Flag Football is in full swing. Obtaining quotes for pool resurfacing, hiring and training new monitors, and open registration for fall Soccer.
- d. Community Manager: Ms. Andrea McFarlan informed the board and homeowners in attendance of the items completed in the manager's report within the presentation.
- e. Financial Report: The Ms. Andrea McFarlan presented a brief overview of the Associations year to date finances.

V. COMMITTEE REPORTS

- 1) ARC: Lynette Bradley reported the ARC numbers for January 2024 during the meeting and the turnaround times for requests.
- 2) Communications: Francis Lomax then presented information on the newsletter and those who contributed to the newsletter.

3) UNFINISHED BUSINESS:

- 1) Monuments at Daisy Field and Potranco – TABLED 2024 - The Community Manager reached out to her contact at TXDOT after the last board meeting to confirm and get clarification on the right of way location. Project will resume after Military drive construction is completed.
- 2) Westcreek View and Talley Rd. - TABLED 2024 - The Community Manager and Assistant Community manager have been working with the monument vendor to get a design for the area. The county is waiting on the HOA to submit the permit application once a design has been approved.
- 3) Metal Building Community Center – The board received an updated invoice for project and will get final ETA of build after demolition.
- 4) Demo Old Workshop – Ms. McFarlan obtained approval for HAVA removal and will set the date for project to start March 2024.
- 5) Portable Storage Container – Ms. Andrea McFarlan obtained board approval to purchase a container for permanent storage and the ability to move around the property. The container was delivered 02/24/24.
- 6) Bollards at Westcreek Oaks Bridge – Pending proposals, Ms. McFarlan will follow up with the Merit solicited for their proposals.
- 7) Pavilion Bathrooms RFID Reader – Pending board review and approval. Ms. McFarlan will follow up with the two vendors solicited and provide the additional information requested on the existing Brivo system relays to finalize their proposals.

- 8) Governing Documents & Legislative Updates – TX Property Code requires 67% approval from membership to amend (Bylaws require majority but TX Property Code prevails). Not required as managing agent prepares supplemental resolutions keeping the HOA in line with legislative changes.
- 9) Electrical Repairs – Ms. McFarlan received board approval for repair by Tinx and will reach out to set a date to start work.
- 10) Mailboxes – The board and community held open dialogue on the mailbox and the board advised Ms. Andrea McFarlan is working on 1 additional quote for replacement and repair of an estimated number of damaged mailboxes.

4) NEW BUSINESS:

- 1) Fans at CC pool/Sports park pool- reviewing available options for additional fans at CC pool/sports park
- 2) Pool screens to be replaced over kiddie pool- reviewing options to replace screens above kiddie pool.
- 3) Approval for light repairs/electrical repairs on Westcreek Oaks&1604 and Westcreek View & Park Point
- 4) Proposal to be discussed for Soccer Fields in the Sports Park.


5) EXECUTIVE SESSIONS RESULTS:

Ms. Andrea McFarlan summarized the Executive Session as follows: In the Executive Session held on Monday February 26, 2024, the Board approved to send (4) accounts to the attorney for deed restriction violations and (10) accounts to the attorney for collections.

6) SCHEDULE THE NEXT MEETING: The next meeting via zoom will be held on Thursday, March 21, 2024.


7) ADJOURNMENT: There being no further business before the Board, the meeting was adjourned at 7:58 pm.

Attested by:


Lynette Bradley, Secretary

Date: 5/31/2024

Approved by:


Elaine Maurer

Date: 5/29/24

Elaine Maurer, President

Posted in the VWOA Book of Minutes and on VWOA website by:



Andrea McFarlan, Community Manager

Date: 2/29/24