

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 Wednesday, March 21, 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	Austin Holmes	Recreation Assistant
Eliel Perez	Site Manager		

Members Present:

There were 31 homeowners present during the call.

1. APPROVAL OF PREVIOUS BOARD MINUTES: The Board reviewed the meeting minutes from the February 27, 2024, Board meeting. Elaine Maurer made a motion to approve the February 27, 2024, minutes the motion was seconded by Brian Bush, and all board members were in favor and the minutes were unanimously approved as written.

2. OPEN FORUM FOR HOMEOWNERS:

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

3. DEPARTMENT REPORTS:

a. Maintenance: The maintenance report was covered by Ms. Andrea McFarlan, the Community Manager.

b. Standards: Eliel Perez reviewed total standards and violations from 02/27/2024 to 03/19/2024.

- c. Community Activities: Terri Holmes presented the 30/60/90-day report included in the power point and informed those in attendance that the poll will be opened by April 01,2024. Mr. Frazier started the process for pool resurfacing the CC pool. Terri has begun hiring and training new monitors and discuss opened 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.

4. COMMITTEE REPORTS

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

5. 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 information on requested information on new shed to fit slab located on property.
- 4) Mailboxes – The board and community held open dialogue on the mailbox and the board advised Ms. Andrea McFarlan is working BOD treasurer advised we have quote for 66k (estimate) to repair mailboxes not to include installation. CM submitted emails for USPS approved requests.

6. NEW BUSINESS:

- 1) Fans at CC pool/Sports park pool- reviewing available options for additional fans at CC pool approved. To be scheduled.
- 2) Meet the candidates- BOD member Lynette introduced the candidates for

BOD election at Annual Meeting and each candidate introduced themselves.


7. EXECUTIVE SESSIONS RESULTS:

Ms. Andrea McFarlan summarized the Executive Session as follows: In the Executive Session held on March 20, 2024, the Board approved to send (3) accounts to the attorney for deed restriction violations and (11) accounts to the attorney for collections.

8. SCHEDULE THE NEXT MEETING: The next meeting via zoom will be held on Thursday, April 18, 2024.


9. ADJOURNMENT: There being no further business before the Board, the meeting was adjourned at 7:51 pm.

Attested by:


Lynette Bradley, Secretary


Date: 5/31/2024

Approved by:


Elaine Maurer, President

Date: 5/29/24

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


Andrea McFarlan, Community Manager

Date: 4/1/24