

WOODS POA BOARD MEETING



Tuesday, March 27, 2025



Remax Crutcher & Hartley



6:00 PM

MEETING MINUTES

I. Call to Order

President Michael Cleghorn called the meeting to order at 6:00 PM.

II. Board Roll Call

Board Members Present:

- Michael Cleghorn
- Tonya Wheat
- Jason Barefield
- Mike Grosscup
- Joe Williams (via telephone)

Board Members Absent:

- Mark Dahlgren

Member Attendees:

- Melinda Weedon
- Randy Back
- Sara Back

III. Secretary's Report

Tonya Wheat gave the Secretary's Report. Minutes from the prior meeting were reviewed and unanimously approved.

IV. Treasurer's Report

Joe Williams presented the Treasurer's Report.

V. Lake & Common Grounds Report

Report delivered by Mike Groscup.

VI. Recreational Facilities & Security Report

Report read by Michael Cleghorn and prepared by Mark Dahlgren.

Key items included:

- Pool scheduled to open on May 26.
- Motion passed to install steps in the pool as requested.
- Three compliance quotes were received.
- Position for daily pool opening/closing is open (Ken is relocating).
- Wind screens on the tennis courts will be repaired.

VII. Architectural Control Report

Report given by Jason Barefield. The following items were discussed:

- **3701 Pine Bluff:** Landscaping project deemed consistent with existing improvements; no board approval needed.
- **3707 Lake Pine:** Carport enclosure into a garage approved by the Architectural Review Committee; brings structure into covenant compliance.
- **3708 Lake Vista:** Home painted with black accents without prior approval. Violation letter to be sent requesting retroactive architectural application.

- **3411 Storey Lake (The Reddy Home):** Multiple concerns including yard maintenance, unapproved path construction, and possible over-occupancy. Board discussed potential escalation to the City of Tyler and legal consultation.
- **3708 Lake Pine:** Front door painted green and part of exterior painted black without approval. Motion made and passed to seek legal input. Ongoing parking violations near a stop sign noted.
- **Back Residence:** Gardening and landscaping updates approved.
- Jason presented the new POA website, which he will manage while serving on the board.

VIII. Social Activities Report

Tonya Wheat gave the Social Activities Report:

- Annual Easter Egg Hunt will take place on April 12 at Remax Crutcher & Hartley. POA is responsible for organizing face painting and providing breakfast snacks.
- Annual Neighborhood Garage Sale scheduled for April 25–26.

IX. New Business

- **Spillway and Bylaws:** Sara Back raised a question regarding bylaws and contractor requirements. Michael Cleghorn clarified that the bylaws have been revised with legal input and do not require W-9s or licensed contractors. Joe Williams confirmed a signed W-9 and receipts were obtained for prior spillway work.
- **Bid/Quote Policy:** The board reviewed and approved a standardized bid tabulation sheet and sample contract.
- **Management Certificate:** Discussion held on the POA management certificate not being on file with the Texas Real Estate Commission. Motion passed to address it.
- **Wall Repair Bids:** Reviewed and approved quotes for repairing the wall at Lake Vista Drive and Lazy Creek.

X. Executive Session

The board entered executive session at 7:22 PM to discuss legal matters.

XI. Adjournment

Motion was made and approved to adjourn the meeting.

Meeting adjourned at 7:14 PM.