

## Board Meeting Minutes

11/02/2023

### Attendance

- Board Members present: John Payne (President), Nicholas Norfolk (Vice President), Dillon Bevill-Smith (Secretary), Jenny Bishop, Angela Mull, Carissa Frost, Lara Jolley, and Kathy Uekman (Treasurer)
- Board Members absent: Treeca Dyer-Cotton

### Announcements

#### Call to Order

- The Walnut Valley Homes Association (WVHA) Board meeting was called to order by John Payne at 8:10 pm.

#### Approval of Minutes from Past Meeting(s)

- The minutes of the October 09, 2023 meeting were reviewed by the Board.
  - Motion – Angela Mull
  - Seconded – Nicholas Norfolk
    - Motion passed unanimously.

#### Treasurer's Report - 10/01/2023 – 10/31/2023

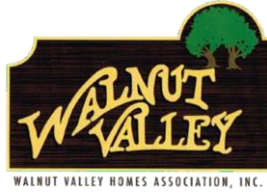
<u>Title</u>	<u>Amount</u>
Deposits: 13	\$ 6345.29
Withdraws/Debits: 12	\$ 9109.59
Checks Written:	\$ 8642.00
<b>Total Ending Balance</b>	<b>\$ 182,375.46</b>
<b>Total Balance - 11/2/20223</b>	<b>\$ 182,483.11</b>

The Treasurers report was presented by Dillon Bevill-Smith.

- A motion to accept the Treasurers report was made.
  - Motion – Angela Mull
  - Seconded – Lara Jolley
    - Motion passed unanimously.

#### Board Member Nominations and Voting

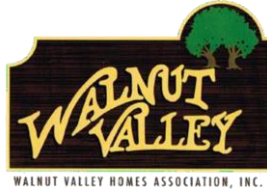
- There were four Board members seats that were up for election.
  - Angela Mull, John Payne, Carissa Frost, and Jenny Bishop (all current Board members) were all nominated for Board positions.
  - A call to the floor to ask for any additional Board members was made. No one made any other nominations so a motion was made to close nominations.
    - Motion – Nicholas Norfolk
    - Seconded – Angela Mull
      - Motion passed unanimously.



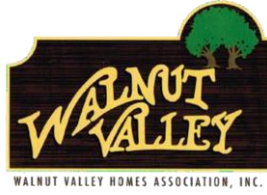
- The Nomination committee passed out paper ballots for members of the community to vote on the four candidates that they would like to have elected as Board members.
  - The Nomination committee collected all ballots and excused themselves to tally and verify the legality of those who cast their votes.

### Old Business

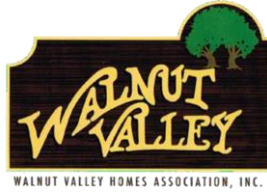
- Repairs at the park
  - Water line
    - Leak Detection
      - All Board members voted in favor, via an electronic vote, to hire Deep Dive so that the leak could be detected and have it worked on before the November meeting.
    - Leak Repair
      - All Board members voted in favor, via an electronic vote, to hire Clog Hog to make repairs to the water lines at the park.
      - Jenny Bishop advised that the company may have found additional issues other than what was originally quoted that would need repairs. She will work with the company and report back what they believe needs additional attention.
  - Electrical work
    - Several companies have been contacted to provide bids for the cost of how much they believe it will cost to have the pool house electrical repaired.
    - John Payne talked about an idea to purchase some hunting/game cameras to put out at the park for safety and security.
      - Carrie Holyfield was recognized and advised that we should reach out to Arkansas Game and Fish to see if they have any cameras we could borrow. Jenny Bishop said that she has a contact with Arkansas Game and Fish and would reach out and report back.
  - Building
    - We have currently only had one bid for repairing the roofing on the buildings at the park. Jenny Bishop advised that Immanuel Baptist was still working on their finances for what they will and will not be able to pay for. We will wait one to two more weeks and then if we have not heard back from any other companies the Board will make an electronic vote to hire the only company that has provided a bid for repairs.
  - Fence
    - Kathy Uekman advised that she has reached out to three different fencing companies for repairs. Jacor Construction has mailed their bid but the Board has not received it yet. Kathy has plans to meet with another company during the upcoming weekend and another company the following Wednesday to get some additional bids.
  - Playground Equipment
    - Dillon Bevill-Smith advised that he was able to retroactively register the playground equipment with the warranty that it came with during the time of purchase. The company advised that the Board should submit a warranty claim just in case there is anything that can be repaired and covered even though it was damaged by the tornado.



- An advocate for the Rainbow Playground company should be able to come out and review the playground equipment.
- Access School – Update
  - Dillon Bevill-Smith was able to reach out to Access schools to get updates on what their plans are with the lots that they purchased. Access advised that they have no current plans for the lots purchased. Dillon was reassured that the Walnut Valley Board would be included in all conversations with their future plans.
  - Access advised that they would have the contractors stop parking on the lots. They were informed by the city that they would start to receive fines if they continue to do so.
- Street Sweeping Request
  - An online comment was made asking that we request street sweepers come to the area. Dillon Bevill-Smith informed that they had requested this in the past and that we would request that they come out again.
- Capital City Lawsuit
  - There is currently no update other than Stuart Law firm, the attorney WVHA hired to represent the WVHA Board has responded to the lawsuit on our behalf. When more information is available, the Board will alert the community.
- Tree Doc hired
  - Tree docs was hired to remove a couple of dangerous trees that were on the HOA property. They did an amazing job and went above and beyond the Boards expectations with the additional cleanup that the company did that we did not pay for.
- Filing of liens
  - A policy is in the works of being drafted for how the Board should handle the release and filing of liens going forward. The policy should be drafted for adoption at the December Board meeting.
  - Nicholas Norfolk filed the appropriate paperwork to release six liens that we have that are paid in full.
- Markel – Workers comp bill paid
  - An electronic vote was made by the Board prior to the meeting to pay the workers comp bill so that we did not incur a late fee.
- **Committee Reports**
  - Architecture Committee:
    - Jarred Dulski advised that all homes that have actively reached out to ask questions about meeting the bill of assurance guidelines and bylaws have all been in compliance.
    - Jenny Bishop was able to purchase the signs for advertising that we have an HOA, website, Bill of Assurance and Bylaws. The signs are meant to be a helpful tool in getting the word out that we have a website with helpful tools.
    - Dillon Bevill-Smith advised that he had created an Architectural Committee Change Form that would need to be completed for new changes and new constructions in the neighborhood. This form would allow documentation to be kept of changes in the neighborhood to maintain for the HOA records.
      - A motion was made to adopt the Architectural Committee Change Form.
        - Motion – Lara Jolley
        - Seconded – Nicholas Norfolk



- Motion passed unanimously
- IT Committee
  - Dillon Bevill-Smith advised that the current version of QuickBooks that the Board had access to was an outdated version that no longer was able to be used or supported. An online version of QuickBooks was purchased.
  - In order to transfer the data of QuickBooks into the online version a data migration team had to assist with transferring the data. The data migration was successful but took longer than expected.
  - Dillon Bevill-Smith and Robert Smith have successfully updated QuickBooks with all of the 2022 updates and are halfway through the 2023 year updates.
- Pool Committee:
  - Blue Water Pool Company was contacted 11/2/2023 by Dillon Bevill-Smith and Jenny Bishop. Mr. Chock said that they will make sure that the areas of concern are addressed and a plan for repair will be made.
  - Jenny Bishop had an additional pool company come to the pool to confirm the issues with the pool and provide a list of what they believe needs to be done and corrected by Blue Water Pool Company.
  - A community member asked if the Board believe the pool will be up and running during the 2024 season. The Board advised that it is the goal of the Board to have the pool back up and running but it all depends on the finances and work that needs to be done to get it back to where it needs to be.
- Real Estate Committee
  - Dillon Bevill-Smith advised that he was able to pull a full list of property owners and recent sales in the area.
  - The city has been sending out letters to residents who have not made any progress to their homes/lots since the tornado.
- Park Committee
  - Park Cleanup day 10/21/2023
    - Jenny Bishop provided an update that they were able to clean the pool area, creek area, and areas around residential fences towards the back of the park.
    - Nicholas Norfolk had a group of people come out who all did an amazing job cleaning up the park.
  - Jason Elam was able to borrow lawn equipment and mowed the heavy traffic areas at the park.
  - Shed Assembly
    - A few community members said that they would be in touch to volunteer their time to assemble the shed that was purchased.
    - Lara Jolley volunteered to be a point of contact for volunteers for organizing the assembly of the shed. She can be reached at [jolley.wvha@gmail.com](mailto:jolley.wvha@gmail.com)
  - Invasive insect
    - Community members are advised to contact the Board if they see any lanternflies which are classified as an invasive species. The Board is in contact with Arkansas Department of Agriculture.
- Community Events Committee
  - The events committee will work on putting together fun contests for the community for 2024. Some great ideas are the "Golden Gourd" for best

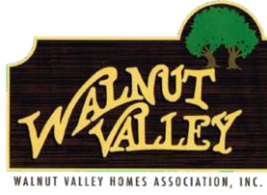


decorated Halloween/Fall homes and a contest for December for the home with the best lights and decorations.

- The community is encouraged to put out lights and decorations to boost the morale of the neighborhood. The WVHA Board will not have the contest active for 2023, but it would be lovely to see the homes decorated.

### New Business

- Board Member Election
  - Lara Jolley, the head of the Nominations Committee, provided the results of the Board member elections.
    - By unanimous vote Angela Mull, Jenny Bishop, John Payne, and Carissa Frost were all elected to remain on the Board.
- Officer Elections
  - There are four officer positions that needed to be voted on.
    - A motion/nomination to elect John Payne for the officer position of President was made
      - Motion – Dillon Bevill-Smith
      - Seconded – Angela Mull
        - Motion passed unanimously
    - A motion/nomination to elect Nicholas Norfolk as the Vice President was made
      - Motion – John Payne
      - Seconded – Kathy Uekman
        - Motion passed unanimously
    - A motion/nomination to elect Dillon Bevill-Smith as the Secretary was made.
      - Motion – Lara Jolley
      - Seconded – Angela Mull
        - Motion passed unanimously
    - A motion/nomination to elect Robert Smith (non-Board member) as the Treasurer was made. Robert Smith has been assisting with getting the finances in order for the Board.
      - Motion – Jenny Bishop
      - Seconded – Angela Mull
        - Motion passed unanimously
- Airbnb in Walnut Valley
  - Nicholas Norfolk will be gathering documentation on the restrictions and new city rulings for Airbnb's.
  - The Board has received several emails and complaints about a home on King's Mountain that is being rented out as an Airbnb.
  - The Board will look into what can be done and reach out to the property owner.
- Bills to pay
  - Entergy Bill
    - We have received two final bills for two of the three Entergy bills we have had previously. The two accounts that we received a final bill for are for the pool house. The remaining account is for the safety lights we have at the park. Dillon Bevill-Smith has spoken with Entergy and they will have a technician come out and make sure that we are paying for the correct amount of safety lights.



- Motion was made to pay the two final bills.
  - Motion – Dillon Bevill-Smith
  - Seconded – Angela Mull
    - Motion passed unanimously
- Reimbursement for Cleanup day
  - Dumpster rental – \$350.40
    - Motion was made to reimburse Board member for the cost of the dumpster
      - Motion – Jenny Bishop
      - Seconded – Carissa Frost
        - Motion passed unanimously
- Reimbursement for office supplies
  - Toner and toner cartridge – \$156.94
    - Motion was made to reimburse Board member for the purchase of toner and toner cartridge.
      - Motion – Carissa Frost
      - Seconded – Lara Jolley
        - Motion passed unanimously
- Reimbursement for release of liens filed
  - Filing of the release of liens
    - A motion was made to reimburse Board member for the filing of the release of liens.
      - Motion – Dillon Bevill-Smith
      - Seconded – Carissa Frost
        - Motion passed unanimously
- Bylaw Updates
  - There is a list of items that we believe need to be updated in our current bylaws. A few of the things that need to be updated are the time of the annual meeting, updating old language that is no longer relevant, and a few other things that will be presented at a later time.
  - Members are asked to email Dillon Bevill-Smith with any changes that they believe should be made to the current bylaws.
- Yearly Budget
  - At a previous meeting, Treeca Dyer-Cotton proposed the idea of producing an annual budget that we present to the community. All Board members are in agreement and the Board will work on having a financial report at the December meeting.

### **Meeting Adjournment**

- A motion was entered to adjourn the meeting at 9:50 pm
  - Motion: Angela Mull
  - Seconded: Jenny Bishop
    - Motion passed unanimously.

### **Future Board Meetings**

December Monthly Meeting: Monday 12/10/2023
January Monthly Meeting: Monday 1/8/2024
February Monthly Meeting: Monday 2/12/2024