

# Whisperwood Home Owners Association Board Meeting Minutes

**Date: August 18, 2024**

**Time: 6:00 PM**

**Location: Priscilla Elliott's Home**

## **Attendees:**

EPIFANO AQUIRRE - President

PRISCILLA ELLIOTT - Secretary/Treasurer

PAUL COMBEST - Member at Large

REHJ HOFFNER - Member at Large

BRYAN FOLEY - Member at Large

## **Meeting Agenda:**

### **1. Opening Remarks:**

- Epifano opened the meeting by welcoming all members, especially highlighting the presence of new members.

### **2. Purpose of the Meeting:**

- Epifano stated that the primary purpose of this meeting was to serve as a meet and greet, allowing members to get acquainted with each other, reiterating the point of the meeting was to foster familiarity and collaboration among the Board. The focus was on building rapport rather than diving into formal business; however, some pressing business was discussed.

### **3. Discussions:**

- Community Updates: Although not the main focus, Epifano briefly touched on some issues that needed discussion.
  1. Pool / Pool Committee and related issues
  2. Dead Trees in Neighborhood
  3. Pool Renovation Project
  4. Pool Season 2025

### **Pool / Pool Committee and related issues**

- The importance of meeting with the pool committee to discuss expenses was mentioned. ~~It was reaffirmed that all expenses related to the pool would require board approval PRIOR to purchase.~~ The amount spent on the pool year to date was discussed and briefly compared to last year's expenses.

#### **AMENDMENT:**

It should have read:

"It was reaffirmed that all INVOICES related to the pool should be run through the board."

Explanation: If monies are spent on the pool, the original invoice should be presented for payment to that vendor, rather than being a reimbursement to a member. The CPA has informed us that some checks were cut without the expenses being itemized so they are unaware of how to categorize them. This can only happen if the original invoice is presented at the time the check is cut and should be cut only to the Vendor itself with two signatures. (Amendment Approved at the 10.16.24 Special Board Meeting)

- Questions arose about the Waiver for Facility Use and the need/legitimacy of such. The need for a waiver system for using pool facilities was discussed to ensure safety and liability concerns and the fact that the By-Laws had not been changed with a vote to change the policy. Discussion ensued about the differences between last year's operations and this year's operations, which with the cameras, was essentially no different. It was noted that several homeowners were displeased with the idea and most especially certain wording within the waiver policy itself requiring Landlords to be present at all times when Tenants were at the pool. It was mentioned that the Waiver had been a real pain to implement, and several voiced their opposition to the requirement as it impeded use of a "common area" that is guaranteed by the By-Laws upon payment of dues. Again, the discussion was essentially tabled to be discussed at the next joint Board/Pool Committee meeting.
- Pool Season 2024 closing date was discussed. This will be brought up during the combined Board and Pool Committee meeting to be agreed upon. It was noted that the longer open hours had been most beneficial and appreciated by working parents.

### **Dead Trees in Neighborhood**

- The subject of dead trees on the boulevard and grass cutting/watering was brought up. Priscilla said she had called and would call the City of Lubbock again to have the dead trees on the boulevard removed.

- Apparently, the City of Lubbock has been mowing Whisperwood grass around the pool and has been doing a very poor job on top of the fact that they aren't supposed to be mowing it. Priscilla said she had asked them to stop and had gone to the pool to see if the grass was even being watered since it was starting to turn yellow. She said someone had turned off the water sprinkler system for unknown reasons. She turned it back on and placed a note on the cover that it belonged to Whisperwood Homeowners Association and to please leave it alone.
- Quite a lively discussion ensued about the amount of dead trees that have been observed in the neighborhood and what to do about them and what to replant instead of Live Oaks.

### **Pool Renovation / Enhancement Project**

- Specs and Bids: The board agreed that specifications for the pool renovations need to be compiled and published. The Board is meeting with the Pool Committee on September 4, 2024 to discuss, plan and compile the pool renovation and enhancements. Once the planned renovation is compiled and printed, it will be put out for bid to 3 different contractors. It was noted that a preliminary bid of \$107,000 had been received but did not include bathroom remodel or upgrades and it was unclear what concrete needed to be broken up and replaced. The Board felt this was excessive and hoped that once the specifications are defined and printed, 3 reasonable competing bids can be obtained to choose from.
- Bathroom Inclusion: There was a discussion on whether to include the bathrooms in the pool remodel. The consensus was to consider this option for enhancing user experience. The discussion was essentially tabled to be continued at the joint meeting of the Board and Pool Committee.
- ADA: Discussion about bringing the pool into ADA compliance was covered with several different ideas being floated regarding facility entrance as well as pool entrance. NOTE BELOW.
- Solar Heating: The idea of utilizing solar heating for the pool was floated, with members expressing interest in exploring its feasibility and cost-effectiveness.
- Management of Renovation: There was a very brief discussion of having 1 or 2 contractors (1 for pool / 1 for bathroom or a combined contractor), and the possible need for someone to spearhead the job to report on the progress to both the Board and the Pool Committee.

### **Pool Season 2025**

- The discussion about Pool Season 2025 was broached and the possible need for changes. This included hiring lifeguards, an attendant, a manager, or keeping with

the volunteers as is. The discussion was essentially tabled to be taken up at a later meeting as the matter of Pool Renovation was more pressing at the moment.

#### **4. Future Meetings:**

- Priscilla mentioned that the next meeting would need to be a joint meeting of the Board and The Pool Committee, held at the pool, to discuss and finalize the required specifications for what needs to be repaired, upgraded, and enhanced at the pool so 3 bids can be obtained. These bids would need to be obtained prior to shutting down the pool, so it was agreed we needed to move swiftly on this issue.
  
- Another Board Meeting will be held after the 3 competing bids are obtained and forwarded to the Board. The Board will review, discuss and vote on the winning bid and discuss how to move forward with the project. Additionally, that meeting would be a more formal meeting to include ongoing maintenance issues, and other community management topics.

#### **5. Adjournment:**

- The meeting was adjourned at 6:40pm with thanks from Epifano for everyone's participation and a reminder to come prepared for the next meeting with ideas and concerns regarding the pool renovation and enhancement project.

#### **Notes:**

- No formal decisions or votes were taken during this meeting.
- The atmosphere was casual, aimed at fostering a collaborative environment among board members, focusing on setting a direction for future actions regarding the pool and its facilities as well as neighborhood priorities.
- The Board showed a keen interest in sustainability and community involvement, which influenced the topics discussed.
- Research conducted after the meeting adjourned revealed since we are a private member's only pool that no ADA compliance is required. We may still want to consider an easier entrance to the pool for those that utilize a wheelchair but forgo the more costly ADA bathroom and pool entrance enhancements since they are not required.

#### **Next Steps:**

**Joint Meeting:** The date for the joint meeting between the Board and Pool Committee was set for September 4, 2024 at 6:30pm. Please contact Epifano or Priscilla for any items you would like to add to the agenda.

**Publication of Renovation Specs:** Priscilla will draft and publish on this website the specifications for the pool renovations after the joint meeting. This will be a guide so that all

members will be aware of exactly what renovations, upgrades, and enhancements are being made to the pool. Basically, how your membership dollars are being spent and on what.

**Bid Process:** The Pool Committee will oversee the process of obtaining three competitive bids for the renovation and enhancement project and hand them over to the Board for consideration.

**Bid Publication:** The three bids will be published on this website for members to review along with the decision by the Board on which contractor to hire and who will oversee the project as a liaison between the Pool Committee and the Board to keep the project on track and on time.

**Minutes Prepared by:**

Priscilla Elliott, Secretary/Treasurer