Whisperwood Home Owners Association

Minutes of the Whisperwood HOA Board Meeting

Date: May 1, 2025

Location: Groves Branch Library

Time: 6:00

Notice Deficiency / Ratification Required
This meeting did not meet the notice requirements of Texas Property Code §209.0051. All actions taken during this session were subject to ratification at the next properly noticed meeting of the Board of Directors. The minutes below are provided for documentation purposes only and do not represent binding association action until duly ratified.

<u>Board Members Present:</u>

Randal Hamilton, President

Karen Moorhead, Vice President

Marnee Gamble Bolen, Member at Large (recording the minutes of the Board Meeting)

Priscilla Elliott, Member at Large

**Rejh Hoeffner did not appear in person or by proxy

<u>General Members Present:</u>

A few general members attended the meeting (names not recorded)

<u>1. Call to Order:</u>

Meeting was called to order by President Randal Hamilton at 6:01 pm.

A quorum was met to proceed with the Board Meeting.

The Board went on to cover the agenda issues:

2. Governance Issues:

Randal Hamilton presented information regarding the procedure for getting on the agenda for meetings.

Randal Hamilton read excerpts from and addressed Rejh Hoeffner's email of May 1, 2025 (attached hereto and made part of the record). Specifically, it was discussed that Rejh stated in her email that she did not get the agenda from Randal in time to email it out to all of the members, thus the meeting was not properly noticed. To mitigate this issue from happening in the future, Randal Hamilton requested the email list from Rejh Hoeffner.

Marnee Bolen reminded Randal Hamilton that future meetings were discussed included in the January 8, 2025 Meeting Minutes.

3. Approval of Previous Meeting Minutes:

The April 3, 2025 Minutes were approved as amended.

Motion was made by Marnee Bolen to accept the April 3, 2025 Meeting Minutes; Seconded by Randal Hamilton. Motion passed 4-0.

The April 23, 2025 Special Meeting Minutes were approved as presented.

Motion was made by Marnee Bolen to accept the April 23, 2025 Special Meeting Minutes; Seconded by Karen Moorhead. Motion passed 4-0

4. Membership Comments:

A new member asked about how board members were elected. Randal Hamilton explained that we are all appointed at this time. Marnee Bolen explained the attempted election, but failed due to lack of quorum.

Santiago Ramirez stated that the WHOA FB Page is open to anyone, including the board, to post events, i.e. board meetings.

Geri Irving and Liz ____ brought up the status of the new WHOA website. Randal Hamilton explained that we are working on obtaining a new domain and have community volunteers to manage the site.

Geri Irving also commented that there seems to be a problem each meeting with communications from the secretary/treasurer.

Liz ___ commented that we should be able to put the pettiness aside and focus on business.

5. President's Report:

Randal Hamilton requested that we change the order of the Agenda and move Pool Renovation Report up the agenda to accommodate Buckie Dobson with Oasis Pools to give his report.

Randal Hamilton called a Special Meeting for May 6, 2025 at 6:00 p.m. at Groves Branch Library.

Randal Hamilton informed the board and attending members that the City of Lubbock requires an inspection before the pool can be opened and provided a pre-inspection checklist. He invited board members and volunteers to review the checklist and participate in the activities stated therein. The inspection will be on May 21, 2025. He also stated that the $350 cost for the inspection must be paid in advance. (Priscilla Elliott later stated that the $350 fee has been paid.)

Randal Hamilton also stated that any meetings must be posted **and emailed** to all members. He has requested the email list from the secretary/treasurer.

13. Pool Renovation Report

Buckie Dobson reported that the tear-out was going well, the tile has been installed around the inside perimeter and the travertine boarder will be next. One truck of pavers has arrived and the other trucks are on the way. The skimmers will be installed on Friday.

During the demolition, it was determined that there are several structural cracks in the shallow end of the pool requiring and around the skimmer in the shallow end requiring additional repair. The repair will modify the depth of the shallow end by approximately 4 inches, however, it should really not impact the water level that much from previous years as the previously stated depth of 1 inch was really 1.5 inches. Additionally, several small cracks on the slope of the deep end will be chipped out and either gunite blown or filled with hydraulic concrete. The price of the repair is substantial with most of the cost going to the gunite costs.

Buckie Dobson also addressed the lights and the possible need for new conduit. It was stated by a member that the pool lights have not worked in 12 years.

Marnee Bolen asked if these new structural repairs would set us back in the time line and Buckie Dobson stated he was going to do his best not to let it.

An estimate was presented to the board in the amount of $19,200.00 plus tax.

Marnee Bolen made a motion to pay for the additional repairs in the approximate amount of $21,000.00 to be appropriated from pool funds; Seconded by Karen Moorhead. Motion passed 4-0.

Bryan Foley mentioned an autofill pump and Randal Hamilton requested an estimate from Buckie Dobson.

6. Treasurer's Report:

No report was presented.

7. Financial Ordering/Action:

Randal Hamilton made a motion to table the Financial Ordering Action (moving money from checking into Money Market) until the June 5, 2025 meeting; Seconded by Marnee Bolen. Motion passed 4-0.

8. Outstanding Bills:

The following outstanding bills were discussed:

1. Outstanding invoices paid by Bryan Foley in the amount of $793.17 for Prime Pools invoices presented to the Board and Treasurer. Marnee Bolen made a motion to pay the amount; Seconded by Randal Hamilton. Motion passed 4-0.
2. Outstanding invoice #121 to Pools West for acid purchased in October 2024 in the amount of $77.21. Marnee Bolen made a motion to pay the amount; Seconded by Karen Moorhead. Motion passed 4-0.
3. Bill from Michael Carper for his review of WHOA Bylaws in January 2025 in the amount of $543.75. Marnee Bolen made a motion to pay the amount; Seconded by Karen Moorhead. Motion passed 4-0.
4. Discussion was held from the outstanding amount owed to Blue Prime (Prime Pools) for two invoices (TB2322 in the amount of $967.76 and TB2572 in the amount of $1,082.50) in the total amount of $2,050.26, which were approved for payment at the March 3, 2025 meeting, but unpaid by the Treasurer due to her requirement of a written board report or statement relieving the Treasurer of personal responsibility of payment of the invoices.

Marnee Bolen made a motion for Karen Moorhead to draft a statement relieving the Treasurer of personal responsibility of payment of the invoices; Seconded by Karen Moorhead. Motion passed 4-0.

5. Priscilla Elliott presented a receipt in the amount of $87.62 for purchase of rose bushes. Marnee Bolen made a motion for reimbursement to Priscilla Elliott; Seconded by Karen Moorhead. Motion passed 4-0.
6. Karen Moorhead presented a receipt in the amount of $6.75 for signage. Marnee Bolen made a motion for reimbursement to Karen Moorhead; Seconded by Randal Hamilton. Motion passed 4-0.

<u>9. Bank Resolution/Action:</u>

It was discussed that since Robert Guererro's resignation, we need another signatory on the bank account.

Randal Hamilton made a motion to add Karen Moorhead as a second signatory and authorized her to sign the Bank Resolution from Plains Capital Bank; Seconded by Marnee Bolen. Motion passed 4-0.

<u>10. Insurance Renewal:</u>

Our current policy expires on May 14, 2025 and Grimes Insurance has offered a renewal. Our wind/hail deductible will be increased 5%. The policy covers the pool house, gazebo, fences, storage room, pool and liability of all property therein.

Action: A member requested a copy of the policy and Marnee Bolen volunteered to obtain it.

Marnee Bolen made a motion to renew the insurance policy; Seconded by Karen Moorhead. Motion passed 4-0.

11. Pool House Renovation/Action:

Due to the additional cost of the pool renovation, it was discussed that the pool house be put on hold.

Randal Hamilton made a motion to put the pool house renovation on hold; Seconded by Marnee Bolen. Motion passed 4-0.

12. Pool House Roofing/Action:

Randal Hamilton explained the history of the roof and amount received by the adjuster ($9,917.00). We received three bids to repair the roof

1. Patriots' Roofing in the amount of $10,512.00;
2. Fat Matt Roofing in the amount of $11,675.44; and
3. Kincaid Roofing in the amount of $12,787.41.

Discussion was heard about the bids and response/feedback to Randal Hamilton's calls.

Marnee Bolen made a motion to accept the bid from Patriots' Roofing in the amount of $10,512.00; Seconded by Karen Moorhead. Motion passed 4-0.

14. Pool Management/Action:

An in depth discussion about the proposed Pool Policy previously approved, specifically whether an attendant reduces the liability of the HOA. Randal Hamilton discussed this with our attorney, Michael Carper, and his response was: 1. A lifeguard poses move of a liability; 2. An attending may provide a false sense of security to those using the pool; 3. There may be a very slight liability advantage to having an attendant (51/49); 4. He recommends a one-page waiver of liability; and 5. His HOA pool does not have an attendant.

Marnee Bolen discussed her research and discussions with the other HOAs in Lubbock with only one HOA having an attended pool (Melonie Park South) and they actually have lifeguards due to their arrangements with a few day care centers to host children.

Priscilla Elliott prefers the pool to be attended.

Karen Moorhead would like it to be attended first thing in the morning to open the pool, then from peak times (possibly 3-close).

Randal Hamilton is not partial.

Comments from members attending the meeting were entertained with: 1. Geri Irving preferring full attendant or none at all; 2. Santiago Ramirez agreeing with Geri; 3. Bryan Foley questioned the necessity with the evidence that no other HOA has an attendant.

The timeframe that the pool is open was also discussed with the majority of support for the hours of 10:00 am – 9:00 pm, Tues-Sat; 10:00 am – 6:00 pm Sunday; Pool Parties held on Sunday from 6:00 pm – 9:00 pm.

Action: Randal Hamilton stated that the vote would be postponed until the next meeting in order to give time for the following:

1. Randal Hamilton will check with pool companies around town to find out the availability and cost for daily maintenance.
2. Priscilla Elliott and Karen Moorhead to research into the process of staffing.

15. Pool Access/Signup:

Santiago Ramierz explained the card access system. Bryan Foley suggested a dedicated laptop for the HOA to utilize for the software. Marnee Bolen stated that she may have one to donate.

Action: Ramdal Hamilton requested:

1. Santiago Ramierz to provide a written explanation of the process.
2. Marnee Bolen to interface with Michael Carper on a Waiver (using the one previously used – not the whole release, just the one-page waiver).

16. Adjournment:

Motion to adjourn the meeting was made by Priscilla Elliott; Seconded by Karen Moorhead. Motion passed 4-0.

Meeting adjourned at 8:16 pm