

The Woodlands Property Owners Association, Inc. (WPOA)

Board of Directors Meeting Minutes

January 28, 2026

Time: 7:00 pm

Place: Zoom

Members Present: Peck, Dyson, Faires, Gary, Moon

Summary: - This was the fourth meeting of the Board elected at the 2025 annual meeting.

MINUTES

Call to Order

Quorum Declared Present

Meeting Minutes Approval

Prior to the meeting, Faires had distributed draft minutes from the October 14, 2025 Board meeting via email. Opportunity was provided for comment or revisions, but none were noted. A motion for the minutes to be approved as drafted was made and unanimously approved by the Board.

Financial Report

Moon updated the Board on the financial status of the WPOA. As of 12/31/26, the WPOA has approximately \$78,362.42 after paying out \$5300 to Shorty Landscaping Service for landscaping upkeep (mowing/ditches/trimming) and an Appreciation bonus in December along with \$171.91 for Entrance lighting.

A total of \$30,750 (annual POA dues) were collected for the 2025-26 year and a total of \$1722.34 of interest was earned in 2025.

Moon noted that with the cold winter, number of snow/ice events, and more winter weather yet to come, the budgeted amount could be exceeded. Gary noted that Shorty was using a "special salt mix" that is reportedly effective to -26 degrees and that is more expensive. Gary will attempt to get an estimate from Shorty and an invoice for the January snow removal expenses.

Also discussed was the need for a W-9 form for Shorty Landscaping and the POA's tax return. Moon will work with Shorty to get the W-9 form. Moon also will complete the 2025 tax return for the POA.

Below is a chart summarizing the financial information provided by Moon.

	Budget 25-26	Actual YTD
Expenses		
Landscaping (Mowing) and Misc.	\$8000	\$4800
Snow Removal/Salting	\$5000	Pending
Entrance Lighting	\$360	\$171.91
Other Expenses		
Appreciation Bonus (Shorty) 12/13/25		\$500

ARC Report

Dyson reported that a couple tree cutting requests have been made with most of the trees within 35' of the property owner's home (ARC approval is not required) or are trees that present a safety issue (leaning towards a building). Dyson reported too, that his firepit and driveway retaining wall project has been completed.

The Board discussed the value of reminding property owners of when an ARC review request is required as well as when notifying the ARC as a courtesy is appreciated. Peck and Dyson will draft a reminder of the ARC process and share with the Board for review prior to distribution to all property owners.

Action Item:

Peck and Dyson will prepare a notice/reminder for distribution to all property owners via the community website.

Ongoing Projects:

- a. *Paving Project* - Gary updated the Board on the status of the paving project. The paving project was postponed until Spring of 2026. Exact date is to yet be determined, with weather conditions, Shatley's schedule and the potential for new areas needing to be paved following the rough winter being factors in determining the date. Gary stated that Shatley said they would honor their 2025 quote.
- b. *Property Owners Directory and Community Map Update* - Faires summarized the recent changes in property ownership within the community and sent an updated Property Owner Directory and Community Map to the Board prior to the meeting. One error was noted in the directory and Faires will correct it and redistribute the directory following the meeting. The updated Community Map has been posted on the website.
- c. *Contractor and Vendor List Update* - Faires reported that the list has been updated (deletion of the chimney sweep company which is no longer in operation) and the updated map has been posted to the website.
- d. *For The Record – Setback Variance for 532 Woodland Ridge* – Faires reported that the For The Record document, approved (via emails) by the Board following the October meeting discussion has now been posted on the community website.

New Business:

No new business topics were raised, but discussion of the annual property owners meeting will be included in the next meeting agenda.

Meeting Adjournment

The meeting was adjourned at 7:40pm.

Minutes Prepared By: Faires

Minutes Approved By: Board Review

Date: April 29, 2026

Secretary Signature: Stan C. Faires