

**Williamsburg Plantation Homeowners Association (HOA) Board of
Directors Minutes of the Monthly Meeting
July 1, 2021
6:05 PM**

Location of Meeting:

The Pavilion
Williamsburg Parkway, Jacksonville NC

Present at Meeting: Greg Engler, John Jacobs, Carol Banks, Kathy Gee, Kimberly Walrod

Not Present: Victor Longoria, Collette Boyd

The regular meeting of the Williamsburg Plantation HOA Board of Directors was called to order at 6:05 PM on July 1, 2021, by Greg Engler.

I. Approval of Agenda

The agenda for the meeting was distributed and approved by the board.

II. Review of Previous Minutes

Minutes from previous meeting on June 3, 2021, was approved by the board.

III. Consideration of Open Items

1. All contracts need to be reviewed to see when they expire and for updates if needed. President is reviewing all contracts.
2. The lights at the pavilion have been replaced.
3. The Park signs are falling apart. The Board President meet with Vital Signs to discuss having new signs done. Pending quote.
4. Mulch for the playground was delivered and put out.
5. The alarm system was adjusted and is working. No need to replace it currently.
6. 2021 Mission Statement was added to the website. The old mission statement needs to be removed.
7. Budget need to be drawn up. Get with Charity to build a shell with all the contracts.
8. Some board members are inquiring whether images or photos from the security system can be posted on social media sites to help with identification of vandalism in the park. Will check with the lawyers to see if there would be any legal ramifications. Motion was made and approve for authorization to talk to the lawyers.

9. The board would like to investigate having the area behind the storage building cleared out to prevent people from hanging out in those areas without being seen. This would consist of the thick underbrush in the area. Will check with the electric company and other insured vendors regarding the clean out.

10. Check with Charity and or the city to see what the liability if any would there be if service members volunteered to do clean up or basic maintenance work around the parks.

11. Trash Cans: The board voted to have a new trash can added by the kiddie park; and one by the pavilion. They would be chained to a post.

12. Fences: There is an area along Williamsburg Plantation where the fence has come apart from the pillar. This has been fixed.

13. Homeowner on Lincolnton Court has added new concrete to extend their driveway. An ARC was not submitted for the additions. An ARC must be done to get approval to have the new concrete and to ensure that the total amount of concrete on the property is below the built-upon allowance (BUA) for St. James Park. If the concrete is above the BUA limit, it must be removed. The BUA allowance for St. James Park is 2846 sq. ft.

14. There has been complaints about repairs that need to be done to a fence and shed at a home on McKinnon Place.

IV. Consideration of New Business

1. The President of the Board meet with the football team that was practicing on the field. A contract was finalized with one of the coaches who is a homeowner and the fee for the use of the field was paid to Advantage Gold Realty (AGR).

2. Motion was made and approved to spend \$475 to purchase kickplates and latches for the doors and locks for inside the bathrooms at the pavilion.

3. The board vote to make the signs early for the annual meeting on November 6, 2021.

V. Agenda and Time of Next Meeting

The next meeting has been scheduled for Tuesday, August 17, 2021, at 6:00 P.M. at the WP Pavilion.

The meeting was adjourned at 6:51 PM by Greg Engler.

Minutes submitted by Carol Banks.