

**Williamsburg Plantation Homeowners Association (HOA) Board of
Directors Minutes of the Monthly Meeting
June 3, 2021
6:01 PM**

Location of Meeting:

President of Board Greg Engler Home
Williamsburg Parkway, Jacksonville NC

Present at Meeting: Greg Engler, Victoria Longoria, John Jacobs, Carol Banks,
Collette Boyd, Kathy Gee, Kimberly Walrod

The regular meeting of the Williamsburg Plantation HOA Board of Directors was called to order at 6:01 PM on June 3, 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 May 2, 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. Need to get an updated status on the lights at the Pavilion. They need to be replaced. The options were to get new 8 feet lights or go with 4 feet lights. The board has previously voted for the 4 feet lights.
3. The doors on the storage building need to be repairs or replacement. The doors are extremely hard to open. Need to get price quote for repair or replacement. Price quote received for a commercial grade steel door; but the board decided to focus on higher priority items first.
6. The Park signs are falling apart. The Board President meet with Vital Signs to discuss having new signs done. Pending quote.
7. Mulch has been delivered and placed around all the trees along Williamsburg Parkway and Western Blvd.
8. The alarm system at the pavilion needs to be replaced. The board is looking into the cost of a new system. Positions of the current cameras need to be adjusted.

IV. Consideration of New Business

1. New mulch must be added at the playground. Need to get with Jackson to ensure the mulch is ordered and meet the requirements for the playground.

2. Budget need to be drawn up. Get with Charity to build a shell with all the contracts.

3. Mission statement need to be added to the website.

4. 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.

5. 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.

6. 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.

7. The President of the Board will meet with the Lacrosse Team to agree on the contract for the use of the field. A homeowner with the team must pay the deposit for the use of the field to Advantage Gold Realty (AGR) before the contract is finalized. The team will put a deep sink in the concession area of the storage building. They will reseed the field at the end of the season if needed. They will clean and take out trash from the bathrooms after each game. The parents and guest must park on one side of the road, only.

8. Dog Park: The holes in the dog park have been filled in.

9. 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.

10. Annual Meeting: The annual meeting will be held on November 6, 2021. It goes the first Saturday in November.

11. Fences: There is an area along Williamsburg Plantation where the fence has come apart from the pillar. This need to be fixed.

12. The board will plan to have the Fall Festive and a Christmas Event this year. The date of the Fall Festive was not selected. Collette Boyd will organize the Christmas Event and the wreaths and lights for the park signs. More details will be provided and posted on Williamsburg Plantation Website and social media sites to get the word out. There will be a budget for each event.

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. Agenda and Time of Next Meeting

The next meeting has been scheduled for Thursday, July 1, 2021, at 6:00 P.M. at the WP Pavilion.

The meeting was adjourned at 7:23 PM by Greg Engler.

Minutes submitted by Carol Banks.