

Woodhaven Property Owners Association (WPOA) Board Meeting Minutes

Monday, April 13, 2026 **Time:** 7:00 PM

- **Call to Order & Pledge of Allegiance**

The meeting was called to order with the **Pledge of Allegiance**. The President welcomed attendees and noted new faces in attendance. A reminder was given that the **Public Comment** period is reserved for members in good standing and would occur later in the meeting.

- **Approval of Previous Minutes**

- Motion to approve the minutes of the **March 9, 2026** meeting made by Jan Harlan. Second by Mari-Lynn Osburn. Motion carried unanimously (all in favor: Aye).

- **Compliance Report**

- **EAP review** completed.
- **Dam inspection** scheduled for May but already completed.
- **Maintenance** oil change and data valve check performed approximately six months ago (date will be updated to fall).
- **SCC and DPOR** (licensing) renewals are due and will be submitted after the meeting with the new slate of officers.

- **Election of Officers (2026–2027 Term)**

The following officers were nominated, seconded, and elected by unanimous vote:

- **Motion made by Jan Harlan; second by Jill Davidson to nominate** Holly Berry to her second term as President.
- Motion Made by Mari-Lynn Osburn and second by Holly Berry to nominate Larry Brancato **Vice President**.
- Motion Made by Mari-Lynn Osburn and second by Holly Berry to nominate Jan Harlan **Treasurer** (to work with the Office Manager and Vice President.)
- **Motion made by Jan Harlan and second by Paul Grinter to elect** Mari Lynn Osburn (second term) as Secretary.

No other nomination presented. Slate of officers elected unanimously.

- **Financial Report (Presented by Larry Brancato)**

- **Premise checking account:** ~\$36,000
- **Premise CD balance:** ~\$40,000
- **2026 assessments owed:** \$53,000 (significant collections received: \$289,000)
- **Prior years receivables:** ~\$290,000 (collection efforts ongoing, as mentioned at the annual meeting)
- **Money market account:** Earning 3.95%
- **CF CD balance:** \$103,000
- Expenditures through end of March: \$54,000 (on budget and comparable to prior year)

- **Maintenance Report (Greg White)**

Maintenance team activities include:

- Cutting grass and picking up trash
 - Clearing beaver debris (including recent work on a large beaver dam below the dam at Route 60; dam returned quickly)
 - Equipment maintenance and cleanup around the maintenance shop
 - Storm cleanup from wind damage throughout the neighborhood
- **Security & Compliance Committee Report (Holly Berry on behalf of Dave Smith)**
 - Continued monitoring of vehicles in common areas; orange passes required.
 - Use of **SIDS** for towing when needed (response times vary from 20 minutes to 3 hours).
 - Discussion on possibly identifying a **backup towing/contact person** when SIDS is unavailable (to be explored further).
 - Reminder: Keep current orange passes visible in vehicles.
 - **Dam & Lake Report (Holly on behalf of Dave Smith)**
 - Letter submitted to **DCR** notifying them that the association cannot utilize current grant funds due to lack of upfront capital.
 - No new grant application this year.
 - Ongoing discussions with Delegate **Jessica Anderson** and Representative **Rob Whitman** regarding potential **federal funding** (earmarked, not requiring upfront money).
 - Goal: Combine federal, grant, or local bond funding for the dam project to minimize impact on homeowners.
 - **Historical Records Review (Covenant Research- Larry)**
 - Review of 65 years of paperwork is ongoing.
 - Next session scheduled for the following Thursday (4-23-26).
 - **Community Events & Announcements (Mari Lynn)**
 - **Bingo at the Beach** resumes **May 1, 2026** at 7:00 PM.
 - **Fishing Tournament** (catch-and-release bass, longest fish wins): **Saturday, May 16, 2026**. Details (including neighborhood rules) will be posted online soon.
 - **Event signs/posters**: Two professional, hinged-frame signs donated (approx. \$300 value each). Discussion on purchasing one additional sign (~\$300) for entrances. Decision tabled to observe performance/stability of the donated signs first. Signs will highlight special events.
 - **Hawkins Field Update**
 - **Deed of Gift** received and filed; **Woodhaven Property Owners Association** now owns **Hawkins Field**.
 - Field remains a 10-acre recreational tract and will continue to be used by the **New Kent Girls Softball League** under a long-term agreement (≈20 years).
 - Field must remain designated for community recreation.
 - The name, Hawkin's Field, will always remain.
 - **Pena Park Discussion & Public Comments**

A significant portion of the meeting involved open discussion and **public comments** regarding **Pena Park** (playground constructed in 2021 with community/donation funding).

Key Points from Discussion:

- Original understanding (per some board members): Community/neighborhood volunteers would handle major upkeep (e.g., mulch every ~3 years, ~\$1,000 per load); WPOA would mow around the area and remove trash.
- Differing recollections: Some attendees believed the board accepted full responsibility or different terms.
- Current status: Some equipment removed due to safety concerns (e.g., cracking jungle gym). Mulch needed under swings (currently dirt; standards require ≥ 6 inches).
- Board position: Park can remain, but WPOA lacks funds/staff capacity for full maintenance, inspections, or replacement of commercial-grade equipment (especially with dam project priorities). Volunteers are needed for ongoing upkeep.
- **Volunteers:** Several community members stepped forward, including a point of contact, Sara Schmatz, for safety/maintenance issues. Sign-up sheet available. One resident, David Weidenhamer, offered to cover mulch cost immediately.
- Fundraising ideas discussed: Community events, donations, possible use of beach snack fund profits (currently near break-even).
- **Transparency & Communication Concerns:** Multiple residents raised issues about perceived lack of transparency (e.g., prior executive session discussions not reflected in minutes, off-hand comments during recorded meetings). Emphasis on improving communication, using the website, signs, and meetings rather than relying solely on Facebook. Board encouraged greater attendance and direct feedback at meetings.
- **General Agreement:** Park will stay. Volunteer group to monitor and maintain it. Board will support mowing/trash removal and explore limited funding options.

Additional public comments touched on:

- Parking/vehicle enforcement and upcoming development pressures.
 - Need for better communication methods (website improvements, possible dedicated bulletin-style social media, etc.).
 - Appreciation for board service alongside calls for higher transparency standards.
 - Board acknowledged hurtful social media comments directed at members personally.
- **Adjournment**

Motion to adjourn made by Holly Berry. Second by Jill Davidson. Motion passed. Meeting Adjourned at **7:43 PM**.

Prepared by: [Mari-Lynn Osburn / Secretary] **Date Prepared:** April 14, 2026