

WEMCA

West End Manor Civic Association

WEMCA Board Meeting

November 17, 2021

Open Meeting- 5:30pm

Introduction of new board member

- Craig Waddell, 2nd VP (WEM-West)

Dan Schmitt, Brookland District Supervisor

- Henrico County funds provided thus far:
 - 2019- \$9,000 into facility
 - 2020- \$6,400 into mowing contract
 - 2021- \$11,100 gutters and repair work, \$15,000 in electrical, \$5,000 in first quarterly payment
 - \$5,000 in Q1- will continue (\$15,000 already approved for remaining 3 quarters)
- Goal- \$50,000 in reserve by end of 2023 (obtained through rental fees)
- Needs:
 - Roof- Technical Center- will replace roof this spring (priority)
 - Kitchen Items- County surplus will look to see what supplies they can find for our building
 - Driveway and parking restoration- will work to get it done, add on curb and gutter
 - HVAC- get estimates to Dan (priority)
 - Doors- none of the panic hardware works, all doors and hardware need to be replaced
 - Security Lighting- will come out of quarterly Henrico payment (priority)
- Sidewalk projects- County has not been focusing sidewalks outside of neighborhoods, sidewalk project on Hungry Road to Francistown (will have crosswalk at Hungry Spring and Staples Mill)

Additions, Deletions, Modifications to the agenda

- None

Approve October Board Meeting minutes

Community Officer Report

- No report due to Office Fick not being able to attend due to emergency
- Dan H.- Reported false alarm on doors at WEMCA community building in early November, Dan S. spoke with church regarding ensuring all doors are secured properly

Board Reports

- President- Topper
 - None

- 1st VP- Dan S.
 - Forestry Department to plant new trees to replace dead ones
 - County cut grass on Tuesday
- Secretary- Sara T.
 - No new reports
- Treasurer- Dan H.
 - Reviewed monthly expenses
 - Discussion of future expenses and adjustments to expenses
- 2nd VP (WEM-East)- Allen M.
 - None
- 2nd VP (WEM-West)- Craig W.
 - Interested in seeing bylaws/ mission statement/ etc. (will review at Board Retreat)
- 2nd VP (Walton Farms)- Vacant
- Website/IT Director- Jimmy P.
 - Website is live
 - Dan S. will get building photos
 - Facebook page- Jimmy added as Administrator
 - Discussion of changing questions
 - Reviewed cost of Verizon wifi- will review formally at Board Retreat
- Building and Grounds Director- John H.
 - Discussion of cleaning building and heat maintenance regarding church usage
 - Dan S. will create check list for church
 - Ring Alarm- Can stop payment to close account, will need to purchase new account
- Director At Large- Bob B.
 - None

Unfinished Business

- Bylaws Committee update
 - Dan S. and Sara met to review, will create draft for board to review at Retreat
 - Reviewed possible changes to board makeup
- Membership invoice/Drive- Sara will email/mail invoices
 - Clarify what membership period is- January 1, 2022 through December 31, 2022

New Business

- Discuss expenditure of quarterly 5K Grant funds
- Consider request to reschedule Board Retreat
 - Saturday January 22nd, 9am
- Discussion of and consideration of a board resolution supporting the construction of a new RC Longan ES

Discussion of any items not on agenda

- None

Adjourn to December 15th, 2021