

WEMCA

West End Manor Civic Association

WEMCA Board Meeting

October 19, 2022

Open Meeting

Attendance: Jimmy, Allen, Sara, Eric, Dee, RaShel

Additions, Deletions, Modifications to the agenda

Approve September Board Meeting Minutes

Board Reports

President Report- Jimmy

- See IT below

VP Report- Craig (not present)

Treasurer Report- RaShel

- Review utility bills- will set up for electronic payment and consolidate
- Working on reconciling accounts-
 - o discussed options for this
 - o July 2022- current
- Clay needs to be paid- prefer check or online?
- Needs access to online membership system
- Jimmy- will look into Gravity and Wave for collecting membership info

Secretary Report- Sara

- Huntington Park-
 - o Member concerns regarding trash/glass on grounds
 - o Unsure who is cutting grass and WEMCA responsibility for park- Allen will research this
 - o To do- Post no trespassing signs
 - o Eric- will notify patrol to keep an eye out
- Signage-
 - o New Monday Meeting sign
 - Design updated/new sign for general meetings
 - Jimmy will work on design
 - o Sign for lake-
 - Need to develop a list of rules and regulations for lake to put on website and at lake- Sara will draft and send to Board
 - Sara- look for current signage at lake, draft rules and regulations, check on insurance liability with RaShel (do at your own risk), plot to find out distance from lake to individual property

IT and Social Media Report

- Comcast- Dominion pole permits came in yesterday, lines will be run in 3 weeks for high speed internet
- Added events calendar to website, Jimmy and Sara will update calendar as needed

Building and Grounds Report- John (not present, but Sara reviewed)

- Building cleaning
 - o Voted and approved cost of cleaning with new vendor \$300
- Gutters-
 - o Reviewed current quote



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- o Research cost to do ourselves (items from Lowe's)
 - o Research cost to pay someone else to clean them out
 - Drainage pipes-
 - o Voted and approved for WEMCA to purchase and install 6 drainage pipes ourselves
 - Weather stripping-
 - o Completed
- Other Director Reports
- Allen- will work with Red Cross for spring blood drive

Community Officer Report- Eric

- A lot of crimes and violent activities going on in community and within schools now
- West End- larceny from cars, catalytic converters, robberies
- Trying to remind people to lock their car doors
- WEMCA member contacted Eric about people going through her backyard
- Trying to do more community events in high crime areas (apartments) to get kids more comfortable with officers and more aware of what not to do
- Midas partnership
- Jimmy mailed trespassing form to Henrico County
- Henrico PD Communications Officers- low staff

New Business

- Building Use- Not discussed
 - o Henrico IB testing (May 2023)
 - o Event rental?
 - December wedding- John needs to get past due balance
- WEMCA Lake Information- See above
- Committee Chairs/ Committee Development- Not discussed
 - o Building and Grounds Committee- John
 - o IT- Jimmy
 - o Social and Events- Dee
 - o Membership-
 - o Safety Liaison-
 - o Sara will email volunteer lists to all committee chairs
- WEMCA Business Cards- received and disbursed at meeting
- Dominion Light Reimbursement-
 - o Jimmy will follow up on this
- WEBC Lease Development- Not discussed
 - o Posted in Google Drive with questions to answer
- Plan for October Member Meeting-
 - o Date- Monday October 24th, 7pm (doors open at 6:30)
 - o Discussed agenda
 - o Allen- will work to coordinate programs for general member meetings
 - o Partnership with library for future meetings
- Winter Festival- December 3rd
 - o Dee- has not received response/interest from any vendors
 - o Will continue to work on until end of month and will make decision about event at this time
 - o Concerns regarding not enough notice/time to plan
 - o RaShel will follow up with Dee to discuss coordination



Outstanding Old Business

- Longan Truck or Treat- October 18th
- Mommy and Me group using space- Sara emailed
- Partnership with Longan PTA- Sara emailed
- Jacob's Chance/ Beyond Boundaries potential use of property (Fall 2022 Presentation)- Sara to do

Open Roundtable of any issues not on agenda

Adjourn to October 24th, 2022 General Members Meeting