



West End Manor Civic Association

WEMCA General Member Meeting

October 24, 2022

Open Meeting- 7pm

Welcome- Jimmy

- Introduction of Board members and WEMCA Community Officer

Board Reports

President Report- Jimmy

- Reviewed agenda for the evening.

VP Report- Craig

- None

Treasurer Report- Sara on behalf of RaShel

- Continue to receive funds from Henrico County and rent from WEBC
- Account remains with sufficient balance and covers current expenses

Secretary Report- Sara

- Membership renewals will be sent in December via email (mail if no email address)
 - o You will not receive a notice if you have a credit for 2023
- Building and Grounds Committee volunteers needed
- Volunteers for Winter Festival needed- December 3rd
- Lake access, Huntington Park reminders
 - o Properties are for WEMCA members
 - o Hours- dawn to dusk
 - o Signs will be posted on properties and on WEMCA website
 - o Henrico County Police Dept. will monitor Huntington Park more often now

IT and Social Media Report- Jimmy

- Comcast high speed internet will be installed in the next few weeks
- Events and building use calendar on WEMCA website

Building and Grounds Report- John

- Renovation and building updates
 - o Demo on building will begin in November to create a new meeting room
 - o New roof on building by Henrico County Tech Center, will replace roof on pavilion next summer

Other Director Reports

- Allen-
 - o Successful first blood drive, working to coordinate another one for spring
 - o Member recommendation- partner with Longan PTA to host event at school during the time of a school event
 - o Host blood drive and sports spring physical event (partner with Longan and Henrico County Health Dept.)

2023 Bylaw Revisions- Sara

WEMCA

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- Reviewed updates to 2019 Bylaws
 - Changing membership to calendar year
 - Membership fee will be the same for the entire home, each home has 2 votes if there are 2 adults
 - Creating 10 board members with 5 committees
 - Board members will move to calendar year and a 2 year term
 - Board member descriptions removed and will go into Board of Directors Manual (to be created)
- Motion to approve bylaws effective January 1, 2023 and 2nd
- 18 members votes yes, 0 members voted no, 7 board members voted yes, 0 board members voted no
- Bylaws were approved and will go into effect January 1, 2023
- Member recommendation- put a copy of the bylaws at local libraries and Longan Elementary School for people to be able to access

Community Officer Report- Officer Fick

- Traffic unit out several times within WEMCA neighborhoods
 - Write 60-70 tickets each time
 - Speeding is a Henrico County problem
- Working to hire more police officers and 911 dispatchers
- Catalytic converter issues-
 - Midas partnered with local police departments to paint catalytic converters for free
 - Law changes related to catalytic converters
- Reminder to lock car doors and not leave valuable items visible in cars
- Will look into traffic calming process for WEMCA

Open Roundtable of any issues not on agenda

- Member concerns regarding signage and notification for general meetings and events
 - Event notifications on website, Facebook page, and through email, physical mailing when can
 - Board is working to create new sign for general meetings
 - Member volunteered to help with mailings for members without email
- Member recommendations for increasing membership and awareness of WEMCA-
 - Partnership with Longan PTA- currently in the works
 - WEMCA information in Longan new student packet
 - WEMCA welcome packet to new residents
 - Offer food and daycare for WEMCA meetings
- Request to move flagpole from across from fire house to WEMCA property
- Meeting minutes and financial reports need to be updated on WEMCA website

Closing Remarks- Jimmy

- Please remind your neighbors of WEMCA meetings and events
- Next General Member Meeting- November 28, 2022

Adjourn to November 16th, 2022 Board Meeting



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Supplemental WEMCA Board Meeting

October 24, 2022

5:30pm Meeting:

- Attendance- Officer Fick, Craig, Allen, Sara, John, Jimmy, Tom, Dee
- Gutters-
 - John obtained multiple estimates ranging from \$1200- over \$4000
 - Cleaning gutters, putting in gutter guard on back only, and corrugated pipe at all downspouts
 - Screen type of guard
 - Jimmy- talked with Clay about getting estimate if WEMCA buys supplies and Clay installs, Costco has a pack that we can buy
 - Craig- motion to get quote from Clay, John 2nd, all approved
- Winter Festival Event- December 3rd
 - To do:
 - Make flyer for Longan to give to students/ PTA
 - Consider inviting Good Shepard UMC or West End Baptist Church doing crafts
 - Consider doing a collection to give to goods to Henrico Community Food Bank (Sara will email Sudeshna about this)
 - Longan PTA- Dee and RaShel will follow up for marketing
 - Flyers- Jimmy will make once he has more details from Dee and RaShel
 - All details will be provided by end of October
- IB Testing-
 - Cleaning schedule- Full cleaning each Friday/Saturday, just bathrooms each Wednesday
 - Cleaning contractor will provide a quote and bill Henrico County Public Schools
 - John- Motion to approve cleaning schedule, Tom- 2nd, all approved