



Board of Directors

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Waverly Park Homeowners Association

P. O. Box 26

Lebanon, GA 30146

waverlypark.net

Minutes

Waverly Park Homeowners Association

Annual Members Meeting

3:00 pm, Sunday, April 13, 2025

@WP Pool

Directors

Kevin Reed
President

Steve Dillon
Vice President

Hamp Reid
Secretary

William Walters
Treasurer

1. Began members sign in at 3:00 pm.
 - a. Informal introductions
2. Meeting called to order at 3:20 pm by President Kevin Reed.
3. Members welcomed by President Reed.
4. Current board members introduced: Steve Dillon, Kevin Reed, Hamp Reid, William Walters.
5. Noted a quorum is 10% of the membership (90 lots x 10% = 9) present or represented by proxy at call-to-order is required to conduct association business.
 - a. Quorum declared present by Secretary Reid:
 - i. 17 lots represented by one or more homeowners.
 - ii. 3 lots represented by proxy
 - iii. 20 votes present.
6. Statement of Corporate Affairs reviewed line-by-line by Kevin Reed. See page 3.
 - a. Recognized standing committees and volunteers.
 - b. Reviewed duties of the various committees.
7. Treasurer's Report reviewed by William Walters. See page 4.
8. Floor opened for comments and motions:
 - a. Motion to amend the By-Laws to give flexibility to the Board of Directors in appointing Architectural Committee members made, seconded, and approved (20-0-0). See page 5 for details.
 - b. No other motions made.

9. Nomination and Election of Directors.
 - a. Overview of the process by Hamp Reid.
 - b. By-Laws allow for 3 to 5 directors.
 - c. Motion to elect 5 directors: Made, seconded, and approved (20-0-0).
 - d. Current directors' positions declared vacant.
 - e. Briefly reviewed the nomination process (as in meeting handout and [available online](#)) noting that nominations do not need a second.
 - f. Floor opened for nominations for directors:
 - i. Nominated:
 1. Scott Kearney
 2. Jared Martin
 3. Steve Dillon
 4. William Walters
 5. John Kreeger
 - ii. Call for any other nominations. None made.
 - iii. Nominations declared closed.
 - g. All nominees indicated that they are willing and able to serve.
 - i. John Kreeger had indicated by proxy that he would serve if elected.
 - h. Since the number of nominees equals 5 a motion to accept the 5 nominees as elected directors was in order: Made, seconded, and approved (20-0-0).
10. Call for committees' volunteers made by William Walters.
11. Call for any other business for this meeting made by Kevin Reed. None heard.
12. Motion to adjourn: Made, seconded, and approved (20-0-0)
13. Meeting adjourned at 4:05 pm.

Submitted: Hamp Reid, WPHA Secretary

Approved (4-0-0) by Outgoing Directors, via email on 4/16/2025.

STATEMENT OF CORPORATE AFFAIRS
For Period April 24, 2024 through April 13, 2025

Presented to the Association membership as required by Article VII, Section 2(a) of the By-Laws of Waverly Park Homeowners Assoc., Inc., As Amended.

1. Accomplishments/Fiscal

- Managed Budget & 2023-2024 expenditures approved by Board of Directors
- Renewed WPHA's property, general liability insurance
- Renewed Annual Corporation Registration
- Facility maintenance/general repairs including contract development/review/approval
 - Conduct Review of Dissolving HOA. Conducted legal review, survey coordination, resident feedback and confirm volunteers
- Coordinate county pool inspection for 2024 season

2. Assessments

- 2025: To date 3 homes have not paid their Assessments. \$32 late fee added, interest accruing. Liens will be filed if not paid in full by April 15th, 2025.

3. Resolutions: To provide an orderly means to document Board actions, significant actions are done by formal resolution.

- 2025-01 2025 Budget

4. Committees: Thanks to the volunteers who make these committees work.

- **Pool:**
 - Maintain pool safety by daily water checks
 - Manage pool key card system
- **Architectural:** Approved 6 homeowner requests, issued 5 covenants violations. List is on website: waverlypark.net/welcome-to-waverly-park/association/committees/architectural-committee/ac-actions
- **Sunshine:** Welcomed new homeowners and new babies
- **Social:** Fall Festival, Christmas Light contest, and Easter Egg hunt
- **Neighborhood Watch:**
 - Cherokee County Sheriff's Office- Support & Reporting
 - Monitor security cameras

5. Communications:

- Continued WPHA's website: waverlypark.net Association documents and much more available.
- Maintains WP Email List with 116 homeowners & residents from 86 of 90 lots. Of 4 lots without, 2 are on Facebook Group. Emails from 7 of 7 company owners on file, but not on WP Email List.
- Published 34 Waverly Park Press Extra (WPPX) to the WP Email List, including an updated WP Residents Directory.
- Waverly Park Homeowners Facebook Group available to all homeowners & residents.

6. Open items for future Board action:

- Renew corporation registration with new officers.
- Unpaid 2025 and earlier assessments: Collect or file liens or take other legal actions to collect.

Treasurer's Report

Opening Bank Balance		\$ 40,576.93	
INCOME	Original Budget	Year to Date	Variance
Assessments	\$ 29,070.00	\$ 28,029.50	\$ (1,040.50)
Prior Year Assessments	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ -
Closing Fees	\$ 300.00	\$ 100.00	\$ (200.00)
Initiation Fees	\$ 924.00	\$ 323.00	\$ (601.00)
Late Fees Collected	\$ 92.40	\$ 192.00	\$ 99.60
Lien fees Collected	\$ 100.00	\$ -	\$ (100.00)
Overpayments	\$ -	\$ -	\$ -
Replacement Card Fees	\$ -	\$ 9.00	\$ 9.00
AC Comm Fines	\$ -	\$ -	\$ -
Total Income	\$ 30,486.40	\$ 28,653.50	\$ (1,832.90)
EXPENDITURE	Original Budget	Year to Date	Balance
Corp Renewal	\$ 30.00	\$ 35.00	\$ (5.00)
Bank Fees	\$ 10.00	\$ 16.00	\$ (6.00)
Postage/PO Box	\$ 287.00	\$ 73.00	\$ 214.00
Insurance	\$ 2,200.00	\$ -	\$ 2,200.00
Office Supplies	\$ 50.00	\$ -	\$ 50.00
Janitorial	\$ 1,370.00	\$ -	\$ 1,370.00
Prop Taxes	\$ 85.00	\$ -	\$ 85.00
Lien Filing Fees	\$ 100.00	\$ -	\$ 100.00
Health Department	\$ 200.00	\$ 250.00	\$ (50.00)
Pool	\$ 11,400.00	\$ 1,963.26	\$ 9,436.74
Common Area	\$ 4,146.00	\$ 549.00	\$ 3,597.00
Sunshine Cttee	\$ 225.00	\$ 28.08	\$ 196.92
Social Cttee	\$ 450.00	\$ 116.15	\$ 333.85
Website/Zoom Fees	\$ 200.00	\$ -	\$ 200.00
Pool Trash	\$ 150.00	\$ -	\$ 150.00
Legal Fees	\$ 1,500.00	\$ -	\$ 1,500.00
Electricity	\$ 2,400.00	\$ 208.10	\$ 2,191.90
Telephone	\$ 680.00	\$ -	\$ 680.00
Water	\$ 825.00	\$ 46.50	\$ 778.50
Incidental	\$ 2,828.40	\$ 158.28	\$ 2,670.12
Total Expenditure	\$ 29,136.40	\$ 3,443.37	\$ 25,693.03
Net	\$ 1,350.00	\$ 25,210.13	\$ 23,860.13
Balance		\$ 65,787.06	
	Bank Balance	\$ 65,548.21	4/9/2025
Details of Open Items	Sarah Reimburse	\$ (116.15)	1/16/2025
	Cash Deposit	\$ 355.00	???
	Diff	\$ 0.00	

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Proposed WPHA By-Laws Amendment

April 13, 2025

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2 This proposed amendment will be discussed and voted on during the Annual Members Meeting on
3 April 13, 2025.

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Purpose of Amendment 1

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- Add language to Article IX of the By-laws to allow the resident spouse of a resident homeowner to be appointed to the Architectural Committee (AC)

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- Increase the opportunity for specific residents to serve their community

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- Note that existing language in Article IX does not allow both spouses to serve on the AC at the same time.

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Amendment 1

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Should Article IX of the By-Laws of Waverly Park Homeowners Assoc., Inc. be amended by making these two changes as highlighted below?

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1. Adding "or the resident-spouse of an eligible owner" to line 20

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2. Adding "or spouse" to line 22

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ARTICLE IX

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COMMITTEES

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The Association shall appoint an Architectural Control Committee following the conveyance of the last lot owned by Declarant, as provided in the Declaration. Architectural Committee members must be resident-members of the Association **or the resident-spouse of an eligible owner**. In no event shall more than one Architectural Committee member be appointed or serve from the same lot at the same time that another owner **or spouse** of that lot is serving as an Architectural Committee member. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.