



WESTWOOD SHORES PROPERTY OWNERS' ASSOCIATION
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD NOVEMBER 24, 2025
AT THE CLUBHOUSE, 100 WESTWOOD DRIVE, TRINITY, TX 75862 AT 9:00 AM

The meeting was duly noted in accordance with Texas Property Code 209.0051 via email and posting of the notice on the Website and on each mailbox within the subdivision on November 18, 2025.

In Attendance:

Deta Rogillio, President
Jo Matthew, Vice President
Ron Auvenshine, Secretary
Cheryl Savage, Trustee
Susan Keel, Trustee
Rick Renfro, Trustee
G.M. Cox, Trustee
19 Property Owners present
Bradley Burkeen – Community Manager
Christopher Hinshaw – Internal Financial Accountant
Christina Rowe – CSR ACC and Deed Restrictions
Chris Williams – Maintenance Supervisor
Mark Cole – Constable

Absent :

None

1) Call to Order

President Deta Rogillio called the meeting to order at 9:00 am and led the Pledge of Allegiance to the United States Flag, and Secretary Ron Auvenshine led a prayer.

2) Adoption of Agenda

a. The agenda was adopted as presented.

3) Announcements

- a. Employee of the Month – Dexter Pitts – Access Control Staff.
- b. There will be no December meeting unless a special meeting has to be called.
- c. Please make sure all who are using or going to use the Fitness Center complete and return your waivers to the pro shop.

4) Constable Report

- a. Constable Mark Cole reported 14 does and 6 spikes have been harvested to date. He also stated that the deer harvest numbers have been down in the entire county for some reason.
Reminder: Constable Mark Cole reminded everyone that ALL dogs should be kept in a fenced yard, or they need to be on a leash. His first action is a warning, and the second will be a citation. Please get in touch with the sheriff's department if you see a loose dog.

5) **Consideration of Minutes**

- a. The minutes of the following meeting were reviewed and approved, as submitted, by a unanimous vote:
October 27th, 2025.

6) **Reports**

a. **Access Control**

President Deta Rogillio announced the Access Control monthly statistics for November are:

Access Control logged in 2,215 vehicles for the POA, 1,055 contractors, 71 guests to Marina Village, and 409 guests to the Country Club. For the year 2025, there have been 49,928 individuals checked in for the POA, 20,540 contractors, 2,324 for Marina Village, and 7,103 for the Club House. 4,749 guests have been called in for the year, and we are now up to 71% usage with Gate Sentry.

Reminder: Please clear your guest prior to their arrival at the Access Gate as we will be busy during the holidays. If you have a large number of guests, you can submit a list to Access Control.

Also, no construction work is allowed on Thanksgiving Day.

b. **Architectural Control Committee**

The minutes from the November 10, 2025, meeting were attached for the Board of Trustees to review. ACC Chair George Gallagher reported new homes YTD is 4. For the month of November, 4 additions/improvements, 1 lot consolidation, 2 propane tanks with screening, 2 fences, and 2 denials.

c. **Maintenance Report**

Supervisors' report and updates were attached for board review.

Maintenance Supervisor Chris Williams reported that November's heavy haul totaled 80 yards of trash. The gym equipment was moved into the new workout room. The POA office ramp and sign were repainted. All the trees at the 356 entrance were thinned and cut back along with the curbs being repainted. The maintenance staff has begun to clean up debris in mowing lanes as well as overgrown drainage areas. Cleaned up brush growing around the front entrance lakes and relocated 4 beavers from Horseshoe Lake. Winterization prep around POA buildings has started. Prepping of the poles for the new sails at the pool is being completed.

d. **Budget Committee: Financials**

October 31, 2025, Financials and meeting notes from the November 18, 2025, meeting were attached for Board review. Trustee Rick Renfro reported that the Association ended October 2025 with approximately \$1,509,897 in liquid assets. The total Association operating income for the month of October was \$241,177 and was worse than the budget by \$34,696. Our total operating expense was \$335,660 and was \$7,771 better than the budget. The total net income for the month of October was \$11,830 better than the budget. The net year to date income is \$272,177 better than the budget.

Access Control and Administration were under budget. The 19th Hole performance was better than its budget. The Pro Shop and Golf Course performance was better than its budget including payroll by \$15,047 and is \$179,412 better than its budget year to date. Total payroll expense for the entire association was better than budget for the month of October and is better than the year-to-date budget. The overall financial performance for October was strong.

All bills have been paid related to the pool and fitness center.

e. **Delinquent Account Report**

None.

f. **Deed Violations and Inspection Visits**

The violation report was attached for Board Review.

Update for October - November. There were 3 corrected, 23 new violations, 8 at legal or Public Nuisance and 46 open violations.

Reminder: Many of these new violations were due to houses not having a number on them for emergency purposes. All homes must have a number on the house.

g. **Country Club Committee**

No Meeting.

h. **Greens/Golf Committee Report**

The minutes from the November 11, 2025, meeting were attached for the Board of Trustees to review. Trustee Jo Matthew stated a number of projects are on-going with others to soon be started. The course signs area all put out on the course and there was some concern that the poles appeared to be crooked. Josh Dixon was

addressing those concerns. The estimated bid for asphalt 50%-55% overlay on the cart paths is \$400,000. 2026 budget allows ½ of the golf trail fee (approximately \$40,000) to go to cart path maintenance. Question is whether to do spot repairs with concrete or asphalt. Discussion was held about having a golf tournament to cover \$15,000 for a “golf style” large clock to be put in the area of the old oak tree that was removed from the back. A new azalea bed will be installed behind the 7th green. The driving range will have distance markers put out once the grass has grown in.

Several future ideas were discussed. Josh will work with interested property owners for possibility of having a golf workshop for non-golfers to provide rules, etiquette and possibly some golf instruction. Also, there is consideration of implementing a “no-show” fee for golfers (non-members) who do not call to cancel tee times. The committee expressed concern that the course dress code along with cart placement around the greens was not being enforced as it should be. An E-blast will soon be sent out that states effectively immediately all rules will be enforced and violations will be submitted to the POA to address..

i. **Streets and Roads Committee**

The minutes from the November 09, 2025, meeting were attached for the Board of Trustees to review. Trustee GM Cox reported Meadow Lake/Fairway-Dawn’s Edge ditch, culvert and road work bid was given to another vendor due to original bid winner not being insured. Diversified Pier & Bell bid the replacement culvert work and drainage work on Meadow Lake and that bid is still viable. The Diversified bid includes material and labor for \$18,200 to replace 1 36-inch culvert with 2 24-inch-wide culverts. Approximately 12 tons of road base at \$55/ton, \$660 will be ordered. 2 -18 inch wide, 20-foot long pvc culverts for Dawn’s Edge will be ordered at \$357.40 x2 = \$704.80. For the other new culvert, a 12-inch wide 30-foot long pvc culvert at \$264 and 1 12-inch wide 20-foot long pvc culvert at \$176 will be ordered for a total pvc cost of \$1,144.80.

POA staff will communicate to the community when the construction dates will be.

j. **Strategic Planning Committee**

Trustee Ron Auvenshine reported a proposal is being submitted to the Board of Trustees for establishing a Financial Advisory Committee. Early in 2026, a meeting will be held for the community to review the marketing and financial committees. Also at this time, the qualifications to serve on this new committee will be discussed.

k. **Maintenance Committee**

The minutes from the November 12, 2025, meeting were attached for the Board of Trustees to review. Trustee Ron Auvenshine reported that many projects had been completed. The mailbox areas have been cleaned and painted along with the picnic tables being repaired or replaced. The roof on the maintenance barn has been replaced, and pressure washing has been completed at the marina. Currently the spider b-gone system is being repaired. The politeness and helpfulness of our maintenance workers were mentioned and appreciated. Some maintenance issues noted that still need to be addressed are street signs need to be straightened, some traffic signage needs to be replaced, debris removed out of ditches, and some pruning back of corner trees for safety reasons.

l. **Neighborhood Watch Committee**

No meeting.

Reminder: December 13 will be the Christmas Parade beginning at 5:30 at the Club House. Also donated food products are being accepted in the lobby of the Club House and will be given to Martin Senior Center.

m. **Communications Committee**

The minutes from the November 14, 2025, meeting were attached for the Board of Trustees to review.

Trustee Deta Rogillio reported WS Connection has been in use now for six months. There are 1,873 total accounts and they have confirmed 1,444 email addresses. There has been 100% delivery rate to viable emails and 71% unique open rates.

The amount of information displayed on the lobby and 19th Hole TV has been reduced so that all can be seen within one minute.

7) **Ratification of Actions taken via Unanimous Written Consent**

a. None.

8) **Items for Consideration**

- a. **Consideration and vote on levying fines on Owners who have violated or are violating the POA's documents.**
Following due discussion and upon motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to levy fines on the owners who are in violation of the POA's documents.
See attached Appendix 8 a & b.
- b. **Consideration and vote on referring owners who have violated or are violating the POA's documents over to the Association's attorney to seek compliance with the governing documents through a lawsuit, if necessary.**
Following due discussion and upon motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to refer the owners who are in violation of the POA's documents over to the Association's attorney to seek compliance with the governing documents through lawsuit, if necessary.
See attached Appendix 8 a & b.
- c. **Consideration and vote on referring owners who are delinquent in payment of Assessments or other charges to the POA over to the Association's attorney or small claims court to collect such past due payments through lawsuit and foreclosure, if necessary.**
None.
- d. **Consideration and vote on recommendations from the Architectural Control Committee.**
None.
- e. **Review and vote on recommendations from the Budget Committee.**
None.
- f. **Review and vote on recommendations from the Country Club Committee**
None.
- g. **Review and vote on recommendations from the Greens/Golf Committee.**
None.
- h. **Review and vote on recommendations from the Streets and Roads Committee.**
Following due discussion and upon motion duly made, seconded, and unanimously approved the Board of Trustees agreed to table the culvert at the end of Meadowlake until more information has been submitted for review, and approved to accept Diversified's bid of \$20,004.80 plus in house maintenance costs to replace the existing culvert on Dawns Edge and ditch digging on Dawns Edge and Meadowlake for drainage purposes.
- i. **Review and vote on recommendations from the Strategic Planning Committee.**
None.
- j. **Review and vote on recommendations from the Maintenance Committee.**
None.
- k. **Review and vote on recommendations from the Neighborhood Watch Committee.**
None.
- l. **Review and vote on recommendations from the Communications Committee.**
None.
- m. **Consideration and vote on Policy Manual Changes.**
 - i) Following due discussion and upon motion duly made, seconded, and unanimously approved the Board of Trustees tabled the Policy Manual Changes until further research can be done on several items.

9) Owner Questions:

Please see the attached list of owner questions and answers at the end of the minutes.

10. Executive Session

The Board of Trustees reviewed all reports from the attorney on all collection and deed restriction issues, and management staff concerning employee-related issues and any contract issues.

11. Reconvene Open Session

- a. **Consideration and vote on structure of Financial Advisory Committee.**
Following due discussion and upon motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to accept the structure of the Financial Advisory Committee with some suggested changes.
- b. **Consideration and vote on payment plan offer on 02-38-01.**
Following due discussion and upon motion duly made, seconded, and unanimously approved, the Board of Trustees approved the requested payment plan on 02-38-01.
- c. **Consideration and vote on offer on 01-11-04.**

Following due discussion and upon motion duly made, seconded, and unanimously agreed, the Board of Trustees denied the request for buy-back offer on 01-11-04 and countered with \$10,000.00 plus all taxes paid in full and to take immediate legal action if declined.

d. **Consideration and vote on offer on 03-63-07.**

Following due discussion and upon motion duly made, seconded, and unanimously agreed, the Board of Trustees denied the request for buy-back offer on 03-63-07 and countered with \$10,000.00 plus all taxes paid in full and to take immediate legal action if declined.

e. **Consideration and vote on offer on 08-04-09.**

Following due discussion and upon motion duly made, seconded, and unanimously agreed, the Board of Trustees denied the request for buy-back offer on 08-04-09 and countered with \$10,000.00 plus all taxes paid in full and to take immediate legal action if declined.

f. **Consideration and vote on offer on 05-02-05, 06-04-14, 06-03-09, 01-17-24, 05-04-30, 01-18-13, and 01-18-14.**

Following due discussion and upon motion duly made, seconded, and unanimously agreed, the Board of Trustees denied the request for buy-back offer on 05-02-05, 06-04-14, 06-03-09, 01-17-24, 05-04-30, 01-18-13, and 01-18-14 and countered with \$10,000.00 plus all taxes paid in full and to take immediate legal action if declined.

g. **Consideration and vote on offer on 12-01-36, 37, & 38.**

Following due discussion and upon motion duly made, seconded, and unanimously agreed, the Board of Trustees denied the request for buy-back offer on 12-01-36, 37, & 38 and countered with \$10,000.00 plus all taxes paid in full and to take immediate legal action if declined.

h. **Consideration and vote on offer on 12-04-35.**

Following due discussion and upon motion duly made, seconded, and unanimously agreed, the Board of Trustees denied the request for buy-back offer on 12-04-35 and countered with \$10,000.00 plus all taxes paid in full and to take immediate legal action if declined.

12. Next Meeting Date

The next regularly scheduled Board meeting will be held at the Clubhouse on Monday, January 26, 2026, at 9:00 am.

13. Adjournment – 12:08 pm

Approved:



Recording Agent,


Chairperson

Date: 1/29/2026

Date: 29 January 2026

November 24, 2025

1. A property Owner asked the Board of Trustees to discuss with Marina Village Resort Board concerning the loud noise and dogs in Section A of the campground. Requested MVR to consider raising their standards for campers.
BOT will discuss with MVR.
2. A property owner voiced concern with an addition to a house that is being built next to them and the drainage issue they believe it will cause.
Trustee Rick Renfro and two ACC members will meet to take a look at the situation.
3. A property owner asked if the 19th Hole menu could show the charges for items that have additional charges.
Trustee Susan Keel stated the new menu that is being worked on will show those charges.
4. Several residents made announcements on upcoming events which can all be found on WS Connections.

Property owner questions sent to poaboard@westwoodshorespoa.com are answered to the individual but will no longer be included in the minutes. Property owners with specific questions are encouraged to continue to use the email address and their questions will be answered by a member of the board.

Unit Name	Violation ID	Inspection Date	Rule	Violation Description
	1,617	11/13/2025	Lawn	Please remove the pine needles from the property next to you
	1,619	11/13/2025	Building without ACC Approval	Please remove the fence and come into the office and submit an application for a proper fence.
	1,618	11/13/2025	MNT	Please power wash the home and maintain it at all times.
	1,615	11/12/2025	Recreational Storage	Please place trailer behind the front set back line of the home.
	1,612	11/12/2025	Lawn	Please remove all the dead debris and keep it clean
	1,610	11/12/2025	Recreational Storage	Please remove one of the trailers from the property. Review our policy's for any questions.
	1,613	11/12/2025	Recreational Storage	Please remove the boat from the front of the home and place it behind the front setback line on the home.
	1,611	11/12/2025	Lawn	Please Maintain the home at all times, Clean up all the leaves.
	1,614	11/12/2025	Recreational Storage	All trailers must be behind the front setback line of the home.
	1,609	11/06/2025	MNT	Please maintain the home at all times, please clean the porch up and remove the trash.
	1,607	11/06/2025	MNT	Please maintain the property at all times, remove all the boxes and trash off the porch,
	1,606	11/06/2025	MNT	Please maintain the property at all times, please clean up the wood pile and remove the blue tarp
	1,608	11/06/2025	MNT	Please remove all the furniture from the car port.
	1,603	11/04/2025	Home #'s	Please place numbers on the home for the address
	1,602	11/04/2025	Home #'s	Please place numbers on the home for the address
	1,604	11/04/2025	Home #'s	Please Place Number on the home visible from the road.
	1,605	11/04/2025	Home #'s	Please place numbers on the home for the address
	1,598	11/03/2025	Home #'s	Please Place Number on the home visible from the road.
	1,601	11/03/2025	Home #'s	Please place numbers on the home for the address
	1,599	11/03/2025	Home #'s	Please Come and Place Numbers of the address on the home.

[REDACTED]	1,600	11/03/2025	Home #'s	Plewas come place Numbers on the home for the address
	1,597	10/27/2025	Animal	please review our pet policy in the CCR policy (section 4.07 page 14). All dogs must be on a leash or in a fenced in yard. They can not be running around.
	1,596	10/23/2025	Lawn	Please maintain the yard at all times. Please keep it mowed and edged at all times.

Appendix 8c