

Windsor Mews Board Meeting

Date of Meeting: 7/27/11
Location of Meeting: Jacinta's home
Type of Meeting: Monthly Board Meeting
Board Members Present: Jacinta Mascarenhas, Cherlyn Castaldo, Hung Tran, Julie Emery

Minutes

Agenda Item: Review and Approval of Monthly Meeting (6/29/2011) Minutes.

Conclusion: Minutes approved.

Action Item: Julie to forward to Jacinta.

Agenda Item: Re-painting of Iron Fence.

Discussion: Volunteer effort. Idea of Sept. 10 with Sept. 17 as Rain Date. We provide supplies and light refreshments. Have volunteers sign up for 4 hour slot – or all day if they want.

Action Item(s): Need to recruit volunteers; post a flyer and obtain needed supplies and refreshments.

Agenda Item: Finalize contract for concrete / sidewalk repair.

Discussion: There have been two bids submitted so far. Should be done before really cold weather. Need to take pictures of affected areas. Letter to affected homeowners has been finalized.

Action Item(s): Dan and Hung to take pictures of areas where sidewalks are in need of repair – from tree roots or otherwise. Armstrong to send out letters.

Agenda Item: Architectural Reviews & Resale Inspections.

Discussion: Per Hung, nothing new going on.

Agenda Item: Costco Expansion

Discussion: New proposal being submitted by Costco. They are asking for a letter of support from Windsor Mews. They will be sending over a packet for our review.

Agenda Item: Review of Financial Reports

Conclusion: All looked fine.

Agenda Item: Review of Legal (collection status) Report

Conclusion: Awaiting report per Jacinta.

Agenda Item: Door and shutter color chart – update.

Discussion: Need to establish which houses/elevations need shutters and what the color schemes need to be per the original Map of homes in Windsor Mews.

Action Item(s): Cherlyn working on spreadsheet.

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Agenda Item: Shutters – replacing them.

Discussion: Have basic information re. shutter replacements. Need to format so information may be placed on community website. Idea of FAQ section on website.

Action Item(s): Julie to format information on replacement shutters.

Agenda Item: Installation of signs – update.

Discussion: Issue of multiple signs on single posts.

Conclusion: Agreed to leave as is for now.

Agenda Item: Security / Locks for Tennis Court – update.

Discussion: Lock is needed for Tennis Court. Cherlyn has tried three different types of locks and none has worked. Tabled for now.

Agenda Item: Mailbox repair – update.

Discussion: Cherlyn researched what the steps are with the Post Office and has the replacement part on order.

Action Item(s): Cherlyn to coordinate installation with the post office.

Agenda Item: Neighborhood Watch Program – update.

Discussion: No update at this time.

Agenda Item: Fairfax County National Night Out – August 2, 2011.

Discussion: Idea is to plan a neighborhood event to get community members involved and Police officers come out to meet residents.

Agenda Item: Mid-year newsletter – draft.

Discussion: Include updates on sidewalk repairs; repainting of iron fencing along brick wall (group effort); reminder about trash policies.

Action Item(s): Jacinta to finalize newsletter soon.

Agenda Item: Next Board Meeting – date, time and place.

Conclusion: Wed. August 24, 2011, at 6:45 at Jacinta's home was established as next date, time and place.

