

Windsor Mews Board Meeting

Date of Meeting: 3/20/13
Location of Meeting: Jacinta's home
Type of Meeting: Monthly Board Meeting
Board Members Present: Jacinta Mascarenhas, Hung Tran, Adam Lesser, Julie Emery

Minutes

Agenda Item: Review and Approval of Board Meeting (2/27/2013) Minutes.

Conclusion: Minutes approved.

Action Item: Julie to put in final form and forward to Vivian Whitestone and all Board Members.

Agenda Item: Covenants Committee – review/actions.

Discussion: Covenants committee completed a day walk-around in late February. Adam and Freddy did two night walks in early March for non-functioning lights. Jacinta updated the spreadsheet to include any new violations as well as information from earlier years and from Armstrong's database.

Conclusion: Hung to review/focus on items highlighted on violations spreadsheet; Dan to post notices on doors for minor violations; letters to be sent out on other violations.

Agenda Item: Architectural Reviews & Resale Inspections.

Discussion: There was one resale inspection and no Arch. Reviews.

Agenda Item: Parking/towing policy review – update.

Conclusion: Jacinta sent in the new contract and the 2013 list of board members to towing company. She also asked them to come through more often.

Agenda Item: Social Committee – Spring Clean up Day.

Conclusion: Rebecca to set up a meeting to discuss a Spring clean up day.

Agenda Item: Info to update web site.

Action: Dan to post minutes and updates, etc. to HOA website – to include the new Covenant’s committee names; Paint colors for doors & shutters; Updates to violations spreadsheet.

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

Conclusion: The next Board Meeting will be Tuesday, April 23, 2013, at 6:45 at Jacinta’s.

Agenda Item: List of Projects for 2013.

Discussion: Projects and Status:

- Iron Fence Painting – Dan (and other volunteers) to go and cut back brush from fence line and do more sanding in advance of Spring painting day. Waiting for date (from Social Committee) for Spring Clean Up Day.
- Costco expansion project is underway and we received our check from them as agreed. Julie to contact Costco Manager re. trash pick-up along Piney Branch.
- Tennis Court Resurfacing – Adam to contact Bishop’s regarding a start date.
- Security for tennis court – Adam to speak with Bishop’s regarding a plate type lock for door. May need a new door depending on type of lock needed.
- Lock/Keys for tennis court -- \$25 check to Windsor Mews HOA
- Roadway resurfacing or patching – we will patch up any areas that are in need and will hold off on resurfacing for this year.

- Cleaning/scraping and painting the yellow curbs and striping the parking spaces – we will obtain three quotes for painting the yellow curbs and striping the parking spaces.
- Trim tall trees near brick wall and at the back of the development – Valley Crest will look at trimming the tall trees; will spray for poison ivy; already mulched the tot lot; have to see if walking path was mulched; have agreed to change the trash liner at the tot lot on a monthly basis.
- Installation of speed bumps – type, number, location – tabled for now. May look at adding painted striped areas to encourage people to slow down. Will ask for quotes from curb painting companies.
- Trim branches of trees from common area brushing against decks/fences – Valley Crest will make a list of HOA trees and Private Property trees that need to be addressed.
- Storm water drainage basin (cleanup/follow up) – it is not our responsibility.
- Fix/repair bent street sign (Bideford/Winscombe) – Jacinta has asked for two different quotes but has not gotten anything back. She will check with Hector (Dan's contact.) Hung to check on hardware needed for project.
- Tot Lot Gate Repair – Julie to get in touch with fencing manufacturer.

