

## Windsor Mews Board Meeting

Date of Meeting: 04/30/14  
Location of Meeting: Jacinta's home  
Type of Meeting: Monthly Board Meeting  
Board Members Present: Jacinta Mascarenhas, Hung Tran, Adam Lesser, Dan Shedd, Julie Emery

### Minutes

**Agenda Item:** Review and Approval of Board Meeting (3/12/2014) Minutes.

**Conclusion:** Minutes were approved.

**Action Item:** Julie to send out Minutes in final form to Vivian Whitestone and all Board Members.

**Agenda Item:** Identification of landscaping jobs for Spring/Summer 2014.

**Discussion:** Jacinta planning to walk neighborhood with landscapers.

**Agenda Item:** Cleanup of winter debris (salt/sand); trash in wooded area; cigarette butts at front entrances.

**Discussion:** 1) Cleanup has been completed but there are some areas that need to be inspected and may need to be addressed. **Action:** Jacinta to contact contractor and ask him to take another look at the areas in question.

2) Trash pick-up has been handled by Dan Shedd many times. He even picked up all trash on our walking trail. He has noted some trash in areas which abut neighboring properties. **Action:** We will keep an eye on the trash issue and take steps if needed.

5) Cigarette butts have been piling up in certain areas of the neighborhood. This is a fire hazard and is unsightly. **Action:** A reminder will be included in the upcoming newsletter. A letter will be delivered to all residents in the affected (general) areas.

**Agenda Item:** Covenants Committee

**Discussion:** Shirley has agreed to be the lead on the committee. Spring walk should be set up.

**Action:** The committee members will be doing one day and two night inspections.

**Agenda Item:** Tot Lot maintenance issues.

**Discussion:** Adam noted that the tot lot should be inspected for any equipment maintenance needs.

**Action:** Julie to inspect the tot lot equipment to see if any repairs may be needed.

**Agenda Item:** Identification of front door colors.

**Discussion:** Hung, Shirley and Jacinta to resume walks in May.

**Agenda Item:** Architectural Reviews & Resale Inspections.

**Discussion:** There were two Resale Inspections and one Architectural Review.

**Agenda Item:** Social Committee

**Discussion:** Board will contribute some money toward the Spring Clean up event scheduled for May 3. The committee is also working on a "Block Party" (tentatively scheduled for June 21). The committee is also looking at possibly closing off a section of road/parking to be able to set up a nice area for grilling and games for that event.

**Action Items:** Social Committee is following VDOT guidelines in terms of the procedure required to close off an area of our roadway. They will also let the Fire Department know of the event.

**Agenda Item:** Info. to update web site.

**Discussion:** Dan updated it recently and will add the window tilt-latch information as well as the Screen Away storm door information.

**Action:** Dan to see if the siding information is on our HOA website and if not, to include the specs on what siding products are allowed.

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

**Conclusion:** The next Board Meeting will be on Wednesday, June 4, 2014, at 6:45 at Jacinta's home.