

Windsor Mews Board Meeting

Date of Meeting: 11/5/14
Location of Meeting: Jacinta's home
Type of Meeting: Monthly Board Meeting
Board Members Present: Jacinta Mascarenhas, Hung Tran, Dan Shedd, Julie Emery

Minutes

Agenda Item: Review and Approval of Board Meeting (9/24/2014) Minutes.

Conclusion: Minutes were approved.

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

Agenda Item: Annual Meeting – date, time and place.

Conclusion: The Annual Meeting will be on Wednesday, January 28, 2015 at FirstService Residential.

Sign-in - 7:00 pm
Start of Meeting - 7:30 pm

Address of FirstService Residential
11351 Random Hills Road
Suite 500
Fairfax, VA 22030

Agenda Item: Review of financials and finalization of HOA Dues for 2015.

Discussion: Our last dues increase was in 2013 from \$215/qtr. to \$220/qtr. We had 23 snow events last year which was very costly. We also had significant tree damage from the bad weather which resulted in major expense associated with removal of large trees.

Conclusion: New dues, starting January 2015, will be \$240/qtr. (about an 8% increase over last year).

Agenda Item: Audit of HOA Accounts for 2014.

Conclusion: We have approved Goldklang to do the audit of our HOA Accounts for the year 2014.

Agenda Item: Final Landscaping jobs for 2014 – Status Update.

Discussion: Plan is to cut down the dead trees only. No replanting at this time. Jacinta and Dan marked the trees that will need to be cut down.

Action Item: There are still a few trees that need to be removed.

Agenda Item: Covenants Committee – Violation letters and notices

Discussion: Official letters have gone out to several violators. One resident to receive a “Letter Without Hearing” for an ongoing, unaddressed violation. We need to add some Covenant’s Committee Members as we are facing some attrition.

Action: Need to send out some Hearing Notices for broken/improper fixtures.

Agenda Item: Re-painting curbs – status update.

Discussion: Final Invoice has been submitted by Contractor. We need to inspect their work before invoice is approved and paid.

Action: Dan to inspect curb re-painting and let Jacinta know of his findings.

Agenda Item: Identification / Verification of front door colors.

Discussion: Hung and Jacinta have walked and Hung has prepared a spreadsheet.

Action: Hung to add the models and elevations to the spreadsheet.

Agenda Item: Architectural Reviews & Resale Inspections.

Discussion: There were two Resale Inspections and two Architectural Reviews.

Agenda Item: Social Committee

Discussion: No events planned until Spring. Extra Supplies from Adam and Rebecca, who have moved out of the neighborhood, have gone to Mike and Tina Foley.

Agenda Item: Review & decision on Snow Removal contract for 2014-2015 season.

Discussion: Proposals from various snow removal providers were reviewed and VCI (our current provider) was awarded the snow removal contract for the upcoming season. Jacinta contacted VCI regarding acceptance of their proposal.

Agenda Item: Information to update web site.

Action: Dan to post any remaining Board Meeting Minutes from 2014 as well as information regarding the upcoming Annual Meeting. Dan to remove Adam Lesser's name and contact information from the HOA Contact List.