

Windsor Mews HOA Board Meeting

Wednesday, April 19, 2017, 7:00 pm

Board members present: Jacinta Mascarenhas, Freddy Feliz, Joe Trefilek, Rajesh Arora
Board members absent: None
Others present: None

Minutes

The meeting was called to order at 7:04 pm.

1. Review and approval of HOA Board meeting held Wednesday, March 15, 2017

The minutes were approved and will be made available on the website and to the management company.

2. Landscaping jobs for spring and summer 2017

The landscaping company proposed five projects for this spring and summer: tree insect control, tree pruning, flower rotation, watering, and addition of wood chips to the tot lot and walking path. The board reviewed and approved the proposals for, flower rotation, watering, and wood chips. The proposal for tree insect control was tabled pending additional research and discussion. The proposal for pruning was tabled pending inspection of the trees for verification of location, identification, etc.

An owner wrote a letter to the board with concerns regarding a tree in the common area. The board will investigate the concerns and determine whether the issue will be addressed as part of the standard maintenance, require additional attention by the landscaper, or if any additional action is needed.

3. Covenants Committee update

Recent reviews of light posts in the evening have been inconsistent, indicating most violations may be more likely due to inadvertent switching off of the lights rather than a functionality issue. The challenges this poses to enforcement were discussed, along with potential opportunities to remind owners to keep the lights on at night.

Rajesh volunteered to join the covenants committee, while the search for an additional member continues.

4. Architecture modifications and resale inspections

1 architecture modification was reviewed and 0 resale inspections were performed since the last meeting.

5. Social Committee update

The board is still in need of a lead for the social committee and are still reaching out to others in the community who may be interested. The possibility of hosting events sponsored by local businesses was discussed as well as arranging for an outreach event with the county fire and rescue department.

6. Community website and content management

The website has been updated with the recent changes to the list of board members and additional updates were discussed to make the website more concise and up to date. The establishment of a formal content review and approval process for the board was discussed and will be documented. The idea of an opt-in community notification email distribution list was discussed, with options and needed actions to be reviewed at the next meeting.

7. Tennis court keys and rules

Following discussion and legal guidance, it was determined that the current \$25 deposit for a tennis court key will remain in place for the first key, but subsequent replacement keys will require a higher deposit and a waiting period. In addition, to ensure the availability of the courts for all members of the neighborhood, the time limit will be changed to 30 minutes while others are waiting. An updated sign will be ordered and posted indicating this change.

8. Updated HOA dispute resolution process

The updated process is being drafted and will be distributed to board members when it is available. It will be reviewed and voted on at the next board meeting and distributed to all owners if approved.

9. Roadway resurfacing and/or patching

One proposal has been received for the resurfacing project and the board is awaiting a second. Once both are received, the board will review and select one to move forward. Following that process the board will meet with the selected company to discuss the process in more detail.

10. Newsletter content and distribution

Jacinta will write a first draft of the newsletter to be reviewed by the board. Topics to be included were discussed as well as options for printing and distribution.

11. Neighboring development projects

No major updates since the last meeting. A board member will look into a new sign posted near the Expectation Church project and determine if any action is needed (e.g. attending a county board meeting) to remain informed.

12. Next meeting

The next HOA board meeting is scheduled for Wednesday, May 24 at 7pm.