

Windsor Mews HOA Board Meeting

Tuesday, May 29, 2018, 7:00 pm

Board members present: Jacinta Mascarenhas, Joe Trefilek, Rajesh Arora
Board members absent: None
Others present: Dan Shedd

Minutes

The meeting was called to order at 7:07 pm.

1. Review and approval of annual meeting draft minutes from March 7.

The draft minutes were approved and will be voted for final approval at the 2019 annual meeting.

2. Roles and responsibilities of board members for 2018.

Jacinta will continue in her role as president with Joe acting as vice president, secretary, and treasurer. Raj will serve as a member-at-large and represent the Board on the Covenants Committee.

3. Report on resale inspections and architecture modifications.

Since January 1, there have been 12 architecture modifications reviewed and 6 resale inspections.

4, 5, 6. List of projects for the year; their prioritization and timeline.

A number of projects were discussed, including:

- Road resurfacing project: The decision was made to continue pursuing quotes from engineering management companies to determine the cost and schedule for completing the project this year.
- Pruning of trees and removal of dead trees in common area: A quote from the landscaping company was approved.
- Flowers and mulch for tot lot and trail: A quote was received from the landscaping company, but was put on hold pending questions around the pricing and and evaluation of alternatives for providing mulch.
- Replacement of street signage: It was determined that this project should wait until after the road resurfacing project to prevent any damage during that project.
- Sidewalk grinding: A couple spots have been identified where tree roots have caused the sidewalk to become uneven. It was determined that this will be addressed this year.

7. Covenants Committee

Dan Shedd and Rajesh Arora will serve as the Covenants Committee for this year.

8. Social Committee

No members of the community have been identified for the social committee at this time. The Board is interested in exploring options for more frequent, smaller scale events to increase involvement within the

community. In addition, the Board will draft a welcome letter for new owners about how to get involved with the Board and its committees, and the community more broadly.

9. Website Update

Due to increased questions about shingle types and colors following the recent windstorm, this information will be added to the FAQ section of the website.

10. Newsletter

The annual newsletter is targeted to be sent in the July-August timeframe. Jacinta will write a first draft for it to be reviewed by the rest of the Board.

11. Next board meeting

The week of July 9 will be targeted for the next board meeting.