

Windsor Mews Board Meeting

Date of Meeting: 9/28/11
Location of Meeting: Jacinta's home
Type of Meeting: Monthly Board Meeting
Board Members Present: Jacinta Mascarenhas, Cherlyn Castaldo, Hung Tran, Julie Emery

Minutes

Agenda Item: Review and Approval of Monthly Meeting (7/27/2011 8/23/11) Minutes.

Conclusion: Minutes not reviewed by all board members as yet.

Action Item: Board Members to review and Jacinta to forward final.

Agenda Item: Re-painting of Iron Fence.

Discussion: Project was postponed to Spring 2012.

Agenda Item: Finalize contract for concrete / sidewalk repair.

Discussion: CAS to perform the work. Work should be done before really cold weather. Need to take pictures of affected areas and mark sidewalk areas. Letter to affected homeowners has been finalized.

Action Item(s): Dan and Hung to take pictures of and mark areas where sidewalks are in need of repair – from tree roots or otherwise. Armstrong to send out the letters.

Agenda Item: Finalize snow removal contract.

Discussion: CAS proposal is inclusive of some items we do not want – plowing at 2" of snow and shoveling of sidewalks.

Action Item(s): Jacinta to see if proposal can be amended and/or look at other snow removal companies.

Agenda Item: Architectural Reviews & Resale Inspections.

Discussion: Per Hung, no inspections for now.

Agenda Item: Costco Expansion

Discussion: Costco stated in the meeting at the Government Center, that they would consider a contribution to our community toward a specific project if we were going to support their application for a gas station. Tennis Court resurfacing would be a great project for this.

Action Item: Jacinta to pass along our project recommendation to the Costco representatives.

Agenda Item: Review of Financial Reports

Conclusion: All looked fine.

Agenda Item: Audit Report

Conclusion: Looked fine – better than last year.

Agenda Item: Door and shutter color chart – update.

Discussion: Cherlyn created a beautiful spread sheet of the entire neighborhood including elevation, door and shutter colors. Need to establish which houses/elevations need shutters and what the color schemes need to be per the original Map of homes in Windsor Mews.

Action Item(s): Hung to look at Paint color compliance and whether certain houses should have shutters. This step has been tabled until Spring.

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Agenda Item: Shutters – replacing them.

Discussion: Have basic information re. shutter replacements. Need to format so information may be placed on community website. Idea of FAQ section on website.

Action Item(s): Julie to format information on replacement shutters.

Agenda Item: Installation of signs – update.

Discussion: Cherlyn has new signs and will work on replacing faded signs. Also, there is a sign that is leaning over by Entrance 3.

Conclusion: Cherlyn to take a look at leaning sign.

Agenda Item: Security / Locks for Tennis Court – update.

Discussion: Lock is needed for Tennis Court. Cherlyn may have found a new affordable locking mechanism.

Action Item: If we end up resurfacing our tennis court, with Costco's help, we should take a look at a new locking system.

Agenda Item: Neighborhood Watch Program – update.

Discussion: No update at this time.

Agenda Item: Covenants Committee - walk-through for tree trimming, non-functioning post lamps, weeds/trash pile up, etc.

Discussion: Need to do another walk to address violations. Notices to be posted on doors for first time violators. Letters from Armstrong for second notices.

Action Item: Adam to do a night walk to check on non-functioning lamps. Jacinta and Shirley to do a daytime walk to check for issues with trees, weeds, trash.

Agenda Item: Speed bumps or humps.

Discussion: Assess need for speed bumps or humps and possible placement within neighborhood.

Action Item(s): Hung to get new pricing.

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

Conclusion: Tentatively set for Wed. January 25, 2012, if room is available at Armstrong Offices.

Agenda Item: Another newsletter in 2011??

Conclusion: Yes, another newsletter is a good idea. Lots of new residents and updates on issues from 2011.

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

Conclusion: Wed. October 26, 2011, at 6:45 at Jacinta's home was established as next date, time and place.

