

Windsor Mews Board Meeting

Date of Meeting: 10/26/11
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 (9/28/2011) Minutes.

Conclusion: Board Members approved minutes and they will be posted to the HOA website.

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: Reviewing proposals from VCI Inc. and Snow Removal Services in terms of cost; specifics of proposals; equipment owned v. rented by providers; and previous townhouse development experience.

Action Item(s): Jacinta to get a few questions answered by company reps. to help narrow down the choice.

Agenda Item: Costco Expansion

Discussion: Jacinta attended 10/25/11 Planning Commission Meeting. The next meeting is scheduled for 12/8/11. Costco indicated that they are working on proffer and asked about the letter that they would like from Windsor Mews. Jacinta indicated that we would work on the letter as soon as status of proffer becomes clear.

Agenda Item: Review of Financial Reports

Discussion: Liens are being filed on delinquent dues. Need to consider an increase of HOA Dues in order to meet budgetary requirements.

Conclusion: Will need to make a decision on dues soon to allow time for Armstrong to get the new coupon books/mailings out to all homeowners.

Agenda Item: Budget 2012

Discussion: Need make a few adjustments to budget based on actuals from 2011.

Conclusion: Will take one more look at budget once changes are made.

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

Discussion: Lots of violations noted – an abundance of rotting wood on front of houses and garage doors. Some homeowners will need a hearing due to non-compliance after multiple notices.

Action Item: Need to address how hearings will be handled.

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: WM HOA Website update.

Discussion: Dan to take over the duty (previously handled by Ed Buhain) of posting updates to the HOA website.

Agenda Item: Architectural Reviews & Resale Inspections.

Discussion: Per Hung, no inspections for now.

Agenda Item: Speed bumps or humps.

Discussion: Assess need for speed bumps or humps and possible placement within neighborhood as a possible project for 2012.

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.

Action Item: Jacinta to put out another newsletter before the end of 2011.

Agenda Item: Repainting of Iron Fence (schedule dates, post notices, etc.)

Conclusion: This project is on hold until Spring 2012.

