

Windsor Mews Board Meeting

Date of Meeting: 8/20/12
Location of Meeting: Jacinta's home
Type of Meeting: Monthly Board Meeting
Board Members Present: Jacinta Mascarenhas, Hung Tran, Julie Emery

Minutes

Agenda Item: Review and Approval of Board Meeting (7/25/2012) Minutes.

Conclusion: Minutes approved.

Action Item: Julie to put in final form and forward to Vivian Whitestone and all Board Members.

Agenda Item: Tandem Parking/towing issues – next steps

Discussion: Resolution NO. 2012-003 was passed by the Board and a mailing will go out to all owners.

Agenda Item: Tennis court resurfacing/security

Discussion: Resurfacing -- Adam has quotes from Bishop and American Tennis; Metro Tennis is the third company and he has reached out to them and not heard back.

Security – Once court is resurfaced and a new door/lock is installed, owners will have to sign an agreement to get a key and be able to use the court.

Action Item: Need one other quote on tennis court work. Adam will continue to try to reach the other company and will document his efforts.

Agenda Item: Spring Cleanup Day – April 22, 2012. (Rain Date April 29, 2012.) Next steps.

Discussion: Tabled until early Fall – looking at early October.

Agenda Item: Architectural Reviews & Resale Inspections.

Discussion: There were three resale inspections and one Arch. Reviews – a deck application.

Agenda Item: Update on investment of funds.

Discussion: Passed along the investment decisions (CDs and Savings Account) to Vivian Whitestone of Armstrong.

Conclusion: Vivian passed along the information to Armstrong’s Investment Department.

Agenda Item: Misc. Violations

Discussion: Letter was sent to homeowner re. misc. violations.

Agenda Item: Covenants Committee – walk through.

Discussion: A “day” walk was done on August 12. One “night” walk was done to check lights and one more “night” walk will be done.

Agenda Item: Landscaping contract – review.

Discussion: Need to get several landscaping referrals to request bids for new contract. CAS to replace “No Parking” signs for \$15 each. CAS to break up concrete and re-mount posts.

Conclusion: Jacinta to ask Vivian for some landscaping referrals so bids may be requested.

Agenda Item: Collections agency – Red Rock presentation?

Discussion: Dan may have additional information re. collection services. May use a hybrid approach to our collections and may try a “test case” with Red Rock to evaluate their methods/effectiveness.

Action Item(s): This has been tabled indefinitely.

Agenda Item: Jacinta created a “cheat sheet” to be posted on the community website. This covers all of the basic replacement issues with the idea of providing a good reference for residents.

Discussion: Jacinta is continuing work on the “cheat sheet.” Dan is working with Hector regarding the Georgetown Shed Doors.

Action Item: Copy of “cheat sheet” to be provided to Covenants Committee so they are clear on latest standards.

Agenda Item: Speed bumps (type, number, location)

Discussion: Hung recommending hot mix asphalt (2’ wide at landing/3” high/4-1/2’ wide at base.) Cost is approximately \$500-600 each and we may need 10 or so. Information went out in newsletter and we are awaiting resident feedback. Jacinta spoke with Fairfax County representative who recommended:

1. Placing of signs (speed limit/SLOW) in neighborhood
2. Collection of data (# of cars, etc.)
3. Treading carefully and documenting due diligence efforts of Board

Action Item: Board is still receiving and reviewing feedback from owners and wants to have full board present for further discussion.

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

Conclusion: Tuesday, September 25, 2012, 6:45 p.m. at Jacinta’s home.

Items for next written communication to all homeowners:

- Tandem/double parking Resolution
- Tennis court new rules for deposit and contract

