

Windsor Mews Board Meeting

Date of Meeting: 03/12/14
Location of Meeting: Jacinta's home
Type of Meeting: Monthly Board Meeting
Board Members Present: Jacinta Mascarenhas, Hung Tran, Adam Lesser, Julie Emery

Minutes

Agenda Item: Review and Approval of Annual Meeting (1/29/2014) Minutes. (Official approval will be at annual meeting – January 2015.)

Conclusion: Minutes being reviewed. Were later updated and approved.

Action Item: Julie sent out Minutes in final form to Vivian Whitestone and all Board Members.

Agenda Item: Roles and responsibilities of Board Members for 2014.

Conclusion: Jacinta – President; Adam – Treasurer; Dan – Webmaster & Special Projects; Hung – Vice President and responsible for resale inspections, arch modification forms, etc.; Julie – Secretary.

Agenda Item: List of Projects for 2014.

Discussion: 1) Roadway Resurfacing of patching – just looking to do crack sealing and pot hold repair in 2014 – Hung to obtain estimates. Hung also to find out when Piney Branch is slated for resurfacing.

2) Removal of all old pine trees and replacement with new trees – there are numerous examples of pine trees where the rains have left the root area exposed/soft. This will be a big bill. Jacinta to ask for a comprehensive proposal for removal/replacement.

3) Storm water drainage basin (cleanup & follow-up) – The trees/roots provide for natural filtration. There is a 24 hour drain rule but it's no longer enforced.

4) Yellow paint on curbs is chipping – Is there any warranty? Likely not as a lot of the damage comes from snow plows, etc. Need to get a quote for touch up of curbs.

5) Clean up sand/salt from roadways -- Plan is to obtain three quotes, including the contractor who handled the clean up last year, and award to the contractor who provides the best value.

Agenda Item: Prioritization and timeline for this year's projects, with lead Board Member for each.

Discussion: Hung will serve as point person on the roadway work. Jacinta will serve as point person on the tree removal/replacement work.

Agenda Item: Identification of landscaping jobs for Spring/Summer 2014.

Discussion: Seeding; Aerating and Mulching need to be done.

Agenda Item: Covenants Committee – walk-through?

Discussion: Spring walk should be set up.

Action: Adam to reach out to Covenants committee to plan next walk-thru.

Agenda Item: Identification of front door colors.

Discussion: Hung, Shirley and Jacinta to resume walks in May.

Agenda Item: Architectural Reviews & Resale Inspections.

Discussion: There were three resale inspections and three Architectural Reviews.

Agenda Item: Parking/towing policy review – any update?

Discussion: No updates at this time.

Agenda Item: Social Committee – Spring Clean Up Day?

Discussion: Board could contribute some money toward the Spring Clean up event.

Action Items: Social Committee to schedule spring event.

Agenda Item: Info. to update web site.

Discussion: Dan updated it recently and will add the window tilt-latch information as well as the Screen Away storm door information.

Action: Dan to see if the siding information is on our HOA website and if not, to include the specs on what siding products are allowed.

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

Conclusion: The next Board Meeting will be on April 30, 2014, at 6:45 at Jacinta's home.