

## **Windsor Mews HOA Board Meeting**

Wednesday, July 12, 2017, 7:00 pm

**Board members present:** Jacinta Mascarenhas, Freddy Feliz, Joe Trefilek

**Board members absent:** Rajesh Arora

**Others present:** None

### **Minutes**

The meeting was called to order at 7:19 pm.

1. Review and approval of minutes for HOA Board meetings held Wednesday, May 24, 2017 and Sunday, June 11, 2017.

The minutes were approved and will be made available on the website and to the management company.

2. Landscaping jobs for spring and summer 2017

Treatment of infected trees identified by the landscaping company has been completed. Removal of dead trees is scheduled for late July. All remaining agreements with the landscaping company have been approved and signed.

3. Covenants Committee update

A thorough inspection of the community was completed and notices posted as necessary. A follow up inspection will be done in about a month and formal action will be taken per the dispute resolution process as necessary.

4. Architecture modifications and resale inspections

0 architecture modifications were reviewed and 1 resale inspection was performed since the last meeting.

5. Community website and content management

A digital version of the newsletter will be posted around the time the print version is sent out with additional information, along with a general update of the existing FAQs and other information. Additional enhancements to the content management system and design are being evaluated.

6. Tennis court keys and rules

A new sign will be ordered and posted on the tennis court detailing the rules and instructions on obtaining access. In addition, the rules will be added to the website in an effort to make the more accessible.

7. Parking in common areas

Acknowledging the concerns expressed by owners and board members regarding the lack of available guest parking and use of the public spaces by owners, solutions to the issue will be evaluated and

assessed for practicality. In addition, the Board will look for ways to provide outreach to the community regarding fair use of the guest spaces.

#### 8. Cleaning and maintenance of brick wall and concrete pillars

Considerations and options for cleaning the brick wall and concrete pillars were presented. Due to the nature of the cleaning methods and due to normal wear and tear, parts of the wall will need to be repaired as part of the cleaning effort. Alternatives were discussed where only parts of the wall would be cleaned or only the wall and not the columns, however it was decided that the entire effort should be done at the same time to avoid any visual inconsistencies. Three quotes will be obtained and reviewed by the Board for the work.

#### 9. Newsletter

A draft of the newsletter was reviewed and, following minor modifications, will be distributed to all owners in the community. Printing and distribution methods were discussed.

#### 10. Issues with trash in tot lot

Concerns were raised regarding the amount of trash that is being left in the tot lot. A nearby owner has generously offered to help remove the trash, but the board will evaluate possible options to mitigate the issue as well. In addition, concerns were raised regarding the use of the tot lot after dark and the board is exploring a dawn-to-dusk usage policy to ensure the safety of users. Signage will be posted as needed as a reminder of these policies.

#### 11. Social Committee update

The social committee is still forming. A call out to volunteers will be included with the newsletter..

#### 12. Pothole Repair

With the street resurfacing postponed to 2018, the HOA Board will look to repair the major potholes that have formed in the community. Quotes will be requested from vendors and a survey performed to determine which require the most immediate attention.

#### 13. Neighboring Development Projects

No updates at this time.

#### 14. Next meeting

The next HOA board meeting is scheduled for Wednesday, August 16 at 7pm.

Minutes were approved at the August 16, 2017 board meeting.