

Windsor Mews Owners Association 2019 Annual Meeting

Wednesday, February 13, 2019, 7:30 pm

Offices of FirstService Residential

11351 Random Hills Road, Suite 500

Fairfax, VA 22030

Board Members Present: Jacinta Mascarenhas and Joseph Trefilek

Covenants Committee Members Present: Daniel Shedd and Shahin Bahadori

Social Committee Member Present: Shahin Bahadori

Minutes

1. Call to Order

The meeting was called to order at 7:30 p.m. The members of the Board introduced themselves.

2. Roll Call

There was a required quorum with 23 members represented - 10 present and 13 proxies.

3. Proof of Notice of Meeting

The notice of the meeting was mailed out to all members on January 28, 2019, and was verified.

4. Review and Approval of Previous Annual Meeting Minutes

The minutes from the previous annual meeting held on March 7, 2018 were reviewed and approved without modification.

5. Reports of Officers and Committees of the Board

Jacinta Mascarenhas (President of the HOA) gave a brief overview of the work that was accomplished during 2018 and the plans for 2019. She also touched on the issues facing the Association and future priorities.

Some of the work accomplished in 2018 included:

- Complied with all laws and regulations with no violations or penalties.
- Continued to engage homeowners and residents via use of a consistent HOA email mailbox, updates to the HOA website, and the creation and mailing of the 2018 newsletter.
- Addressed many concerns regarding common area trees, including removal or cutting back of those reaching the end of their useful life and replanting of some trees that were removed.
- Formal kickoff of the roadway improvement project with the hiring of an engineering firm to supervise and technically manage the project.. The work is still on track to take place this spring.
- Performed covenants inspections and issued warnings, formal letters, hearings, and fines in accordance with the current dispute resolution policy.
- 20 architectural modification applications were assessed and 10 resale inspections were performed.
- Evaluation of current parking policies and exploration of options for improving the parking situation following the roadway project.
- The Social Committee organized an Ice-cream Social in August 2018.

6. Call for Nominations from the Floor
7. Introduction of Candidates
8. Appointment of Inspectors of Elections
9. Election of Directors

There were three vacancies on the Board. No applications for candidacy were submitted in advance and Shahin Bahadori, Kamran Zendehtel, and Jennifer Anderson nominated themselves from the floor. No election was needed and both will serve the open Director positions starting immediately.

10. Unfinished Business

There was no unfinished business.

11. New Business

No new business was identified.

12. Open Forum

Topics covered in the open forum included:

- Calcium deposits on the brick wall - The wall was powerwashed recently, but the calcium stains will continue to be an ongoing occurrence. There was a suggestion of a community-wide volunteer effort to clean the wall manually.
- Tennis court keys and resurfacing - The updated policy for tennis court keys was reiterated. Options for resurfacing or otherwise repairing the tennis court will need to be deferred until after the final expenses of the roadway project are known.
- Rationale behind dues increase for 2019 - The primary factors driving that decision were increased vendor costs and the need for additional projects due to the age of the community.
- Concerns regarding landscaper performance - Concerns were raised regarding the performance of the current landscaper. The Board will continue to work with the company to ensure standards are being met and will strongly consider performance when the landscaping contract is up for renewal.
- Publication of organization financials - The Board is in compliance with the reporting requirements mandated by law and the Organization bylaws, however more detailed information was available for review.
- Tandem parking - The Board reiterated that tandem parking (parking of a vehicle parallel to the road on the apron and sidewalk) is against fire code and community parking rules. Those who notice infractions are encouraged to attempt to resolve the issue neighbor to neighbor and inform the Board when that is not possible to arrange towing.
- Solar panels - While the community design standards specify a prohibition of solar panels, recent state laws supercede those standards. As with any exterior modification an architectural modification form will still need to be submitted before work can begin.
- Inspection of tot lot - While no formal inspection of the tot lot is required, volunteers in the community occasionally inspect the equipment and space for any safety issues.
- Spring cleaning community event - A community-wide cleanup event was proposed for the spring. The Board supports this idea and will seek to implement it.
- Dead trees north of property along Winscombe - In addition to owners' efforts to have the county address the dead trees on the easement north of the community, the Board will reach out independently as well.