

Windsor Mews HOA Board Meeting

Wednesday, February 26, 2020 - 7:00 pm

Present: Joe Trefilek, Salman Saeed, Shahin Bahadori, Kamran Zendehtdel, Jennifer Anderson

Absent: None

1. Opening

- a. Review and approve minutes of the November 7, 2019 meeting.

The minutes were sent out shortly before the meeting and will be approved via email to give everyone sufficient time to review.

- b. Resale Inspections and Architecture Modifications

2. Roles for the Year

The Board decided the officers and committee leads for the year:

- Officers
 - President: Joe
 - Vice President: Salman
 - Secretary: Kamran
 - Treasurer: Jennifer
- Covenants Committee Lead: Shahin
- Social Committee Lead: Jennifer

3. Management Company Proposals

The Board reviewed six initial responses from potential management companies and decided that a more detailed proposal was needed from each.

4. Covenants Update

The Board discussed the schedule of covenants inspections for the year and will look into a solution for short-term minor violations, such as long grass.

5. Financial Audit Findings

The results of a recent financial audit were discussed. No issues were found and the Board had no questions or concerns.

6. Review Q4 Financials

The Board reviewed the 2019 Q4 financial records and had no concerns.

7. Drainage Project Update

The Board discussed the remaining work needed for the drainage issue and will discuss with the landscaping company.

8. Tree in Common Area on Thornbury

It was decided that the tree in the common area on Thornbury between 4741 and 4745 will be removed with the next round of tree maintenance, however the roots will not be removed to prevent soil erosion as there is significant drainage through the area.

9. Social Committee Update

No update at this time, but new ideas will be considered.

10. Communications Update

A website update and annual newsletter are planned for the year.

11. Other Projects

Other potential projects for the year were discussed, including:

- a. Parking
- b. Signage
- c. Roadway Speed Control
- d. Landscaping 3-year plan
- e. Reserve Study