

## **Windsor Mews HOA Board Meeting**

Tuesday, September 22, 2020 - 7:30 pm

**Present:** Joe Trefilek, Salman Saeed, Shahin Bahadori, and Jennifer Anderson

**Absent:** Kamran Zendeheel

### **Minutes**

1. Opening
  - a. Review and approve minutes of the July 22, 2020 meeting.  
The minutes were approved without modification
  - b. Resale Inspections and Architecture Modifications  
There were 2 resale inspections and 4 architectural modifications since the previous meeting.
2. Review Q2 Financials  
The financial documents were tentatively approved provided no concerns are raised following additional review outside the meeting.
3. Decision regarding maturing CD  
The option proposed by the management company (10 month CD at Bank OZK for .90% interest) was approved.
4. Discuss standards for siding  
Due to limited availability of the original siding style, the Board decided to add Ply Gem Mastic (Charleston Beaded) 6½" siding in the color almond as a preapproved option.
5. Covenants Update  
The next round of inspections is underway and will be completed this weekend.
6. Landscaping Projects  
The landscaping company has completed the work approved in the previous meeting and the Board will be verifying to approve payment.
7. Newsletter  
The content is completed and ready for the Board's review and approval, to be done via email.
8. Reserve Study  
October 15 was given as the target date for completion to give enough time to inform planning the 2021 budget.
9. Road Signage Replacement & Repair  
In the interest of time, this item was tabled to the next meeting.
10. Website Update  
Work on the new website is in progress.
11. Tot Lot Equipment Cost Estimate [Salman & Kamran]  
In the interest of time, this item was tabled to the next meeting.
12. Parking  
The towing company will step up enforcement once notice is sent to all households in the newsletter.
13. 2021 Budget  
On hold until the Q3 financial statements are available, but the Board will begin planning with the available information in the meantime.
14. Open Board Seat and Roles for Next Year  
The Board expects at least one vacancy for 2021 and will be seeking interest from other owners.
15. Work Vehicles Parked in Driveways  
In response to a comment regarding commercial vehicles parked in driveways, following discussion the Board decided to indefinitely allow on all driveways the parking of trucks and vans upon which commercial signage or

equipment or materials is visible, provided the signage, equipment, and/or materials is directly related to the resident of the home's employment and all other vehicle and parking regulations are followed. This does not preclude the Board from reversing this decision in the future or from assessing vehicles on a case by case basis.

16. **Next Meeting**

The next meeting will be scheduled following receipt of the draft reserve study.