

Windsor Mews HOA Board Meeting

Tuesday, November 10, 2020 - 7:30 pm

Present: Joe Trefilek, Shahin Bahadori, Kamran Zendehtel, Jennifer Anderson

Absent: None

Minutes

1. Opening
 - a. Review and approve minutes of the September 22, 2020 meeting.
The minutes will be approved via email.
 - b. Resale Inspections and Architecture Modifications
There were 3 resale inspections and 6 architectural modification requests since the last meeting.
2. Review Q3 Financials
Following discussion, no concerns were noted for the Q3 financial statements.
3. 2020 Reserve Study
The Board reviewed and discussed the draft reserve study. No questions or concerns were noted and the study was approved.
4. 2021 Budget
The Board reviewed the draft budget provided by the management company. After review against this year's actual expenses, planned work for next year, and additional discussion, the budget was updated and approved. It was decided that no dues increase is needed this year due to cost savings for landscaping and snow removal that offset cost increases from inflation and other factors.
5. Financial Audit
The audit for FY18 was reviewed. While some recommendations were made for the Board to consider, no major concerns were identified, and the Board has no questions or concerns.
6. Covenants Update
The next inspection round is underway will follow the standard resolution process..
7. Landscaping Projects
Proposals for additional tree trimming and planting of fall flowers were tentatively approved by the Board, pending a couple minor questions.
8. Annual Meeting Planning
The board need to establish a virtual platform to enable the community members to join the annual meeting and be able to vote and share their views.
9. Open Board Seat and Roles for Next Year
The board will wait for the election at the annual meeting to fill the open Board seat rather than appointing an owner to the position.
10. Fios Proposal
The Board is discussing the possibility of allowing Verizon to install equipment necessary for Fios throughout the neighborhood. We are awaiting the easement documents from Verizon before taking up this question.
11. Road Signage Replacement & Repair [Kamran]
In the interest of time, this topic was tabled to the next meeting.

12. Website Update
In the interest of time, this topic was tabled to the next meeting.
13. Parking
In the interest of time, this topic was tabled to the next meeting.
14. Tennis Keys
The Board is running low on tennis court keys and will be contacting the supplier regarding purchasing more.