

Windsor Mews HOA Board Meeting

Wednesday, April 7, 2021 - 7:30 pm

Present: Joe Trefilek, Shahin Bahadori, Kamran Zendehtdel, Jennifer Anderson Figueroa

Absent: None

Agenda

1. Opening

- a. Review and approve minutes of the November 10, 2020 meeting.

The board approved the minutes without modification.

- b. Resale Inspections and Architecture Modifications

There were 5 architecture modifications and 2 resale inspections since the previous meeting.

2. Roles for the year and open board seat

The Board discussed officer positions for the year and the remaining Board vacancy.

Joe – President

Shahin – Vice President

Kamran – Secretary

Jennifer – Treasurer

The board decided to establish a HOA-specific email address for all board members to improve communication.

The board has an open seat, which they seek for any potential community member.

3. Annual Meeting Retrospective

The Board discussed the recent annual meeting and improvements for next year. Minutes will be distributed and approved with the 2022 annual meeting.

4. Review Q4 Financials

The board will review and approve Q4 financials report via email. If any concerns are identified, a separate meeting will be held to discuss as soon as possible.

5. Accounting Firm Proposal

The Board reviewed and approved the engagement letter from Goldklang Group CPAs.

6. Covenants Update

- a. Phased inspections?

- b. Schedule for the year

- c. Siding paint colors

The board decided to do the inspection in 2-3 phases and will schedule the first inspection in the coming weeks. The board approved painting siding as an architectural modification provided it follows the color standard and discussed an open covenants and zoning violation that will be addressed.

7. Landscaping Projects

- a. Walkthrough

- b. Open items?

The board decided to have their first walkthrough with the landscaping company and see what needs to be done across the community.

8. Fios Proposal

The Board reviewed the easement proposal from Verizon to install Fios in the neighborhood and will seek legal guidance before proceeding further.

9. Tennis Keys

The Board will identify a locksmith that can produce new tennis court keys and request a quote.

10. Newsletter

The board agreed to start looking for topics for the this year's newsletter.

11. Other Projects for the Year

Other possible projects for the year were discussed, including replacing the tot lot equipment, improving the road signage in the neighborhood, repairing the paved path near the tennis courts, improving the parking situation, and improving outreach with the neighborhood.