

## **Windsor Mews Owners Association 2022 Annual Meeting**

Thursday February 17, 2022

Virtual, with an in-person option at 4706 Caronia Way, Fairfax, VA

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

### **Minutes**

#### **1. Call to Order**

The meeting was called to order at 7:40 p.m. The members of the Board introduced themselves and provided some housekeeping items given the virtual format.

#### **2. Roll Call**

There was a required quorum with 19 members represented - 11 present and 8 proxies.

#### **3. Proof of Notice of Meeting**

The notice of the meeting was mailed out to all members on February 1st, 2022 and was verified.

#### **4. Review and Approval of Previous Annual Meeting Minutes**

The minutes from the previous annual meeting held on March 30, 2021 were reviewed and approved without modification.

#### **5. Reports of Officers and Committees of the Board**

Joe Trefilek (President of the HOA) gave a brief overview of the work that was accomplished during 2021 and the plans for 2022.

Some of the work accomplished in 2021 included:

- Complied with all laws and regulations with no violations or penalties and filed state and federal taxes.
- Continued to engage homeowners and residents via use of a consistent HOA email mailbox, a new HOA website, and the creation and mailing of the 2020 newsletter.
- Held Board meetings 6 times throughout the year and posted the minutes to the Windsor Mews website
- A financial audit was conducted for the 2019 and 2020 fiscal years, with no major concerns.
- With the new landscaping company, undertook several common area improvement projects including tree trimming, walking path clearing, drainage improvements, and reconfiguration of the entrance landscaping.
- Performed covenants inspections throughout the year in accordance with the current dispute resolution policy.

- Obtained an update to the 5-year reserve study. The Association's reserves are currently 100% funded and the amount allocated to reserves in the 2021 budget is consistent with recommendations.
- Resell inspection and 20 arch modifications
- We identified the tot lot project and received 4 quotes.
- We had an accident, which resulted in damage to one of mailbox. That was repaired.
- A newsletter was sent out last year
- We have been putting updates on Windsor news website

**Goals for next year:**

- Better communication with homeowners
- Engaged more people through different social activities
- We hope to finish the tot lot project
- We hope to replace damaged signs
- Review and revise some the covenant rules and expectations through engaging the community

**6. Call for Nominations from the Floor**

**7. Introduction of Candidates**

**8. Appointment of Inspectors of Elections**

**9. Election of Directors**

There were 2 Board seats up for reelection (Kamran Zendejdel, Shahin Bahadori and a vacant seat). Will Hueske applied as a candidate and was approved. No election was needed and Kamran and Shahin will serve for another term.

**10. Unfinished Business**

There was no unfinished business.

**11. New Business There was no new business.**

**12. Open Forum**

Topics covered in the open forum included:

- Where are with Verizon Fios
- Did we reach any deal with Fios to pay the community to use easement?

**13. Adjournment**