

Windermere Homeowners Association

Minutes of the Meeting of the Board of Directors

December 13, 2021

Approved February 21, 2022

1. Quorum/Call to Order

Tonight’s meeting was conducted using Zoom, a web-based video conferencing tool, through Goodwin & Company, the HOA Property Management Company. Details are in the Property Manager’s file.

Vice President Paul Urban called the meeting to order at 7:03 P.M. Also present were Directors Urcha Dunbar-Crespo, Scott Miller, Dennis Messex, and Jill Castro. President Earl Wellborn joined the meeting at 7:05 P.M. Director Wilbert King was not in attendance. Goodwin Property Manager Melissa McWilliams was in attendance.

2. Open Session for Homeowners Concerns/Comments

Several homeowners joined the video meeting. Participant information and comments are available in the Property Manager’s file.

- a. A homeowner requested that the Zoom meetings be posted on the HOA website for the convenience of homeowners. He was advised that Board minutes are posted on the website and that the Board was previously advised that recordings could not be posted on the website. The Property Manager will look into this request. There is an additional concern because the file is massive.

3. Approve November Board Meeting Minutes

The November 15, 2021, Board Meeting Minutes were reviewed. Director Messex made a motion to approve the minutes; Director Dunbar-Crespo seconded, and it passed unanimously. One administrative change was made to item 7.b. to correct the word "addresses" to read "address" in the last sentence.

4. Property Manager Report

Property Manager Melissa McWilliams provided the Property Manager’s report. Details on financials and violations are maintained in the Property Manager’s file.

- a. A new driver has been hired and is currently being trained. He will start driving the neighborhood in January.
- b. Most of the violations are related to landscaping. The Property Manager is working with Pflugerville Code Compliance on abandoned vehicles, semi-trucks, and unleashed dogs. Homeowners were advised to notify Animal Control in Pflugerville about unleashed dogs.

5. Discuss Old Business/Committees

- a. Security: Camera installation will commence December 20th.
- b. Pending Insurance claims:
 - i. Pool house and office roofs have been installed. A contract is pending to reinstall the gutters.
 - ii. Freeze claim status: The Adjuster has the pictures that were needed. We are waiting on the reimbursement check.
- c. Reserve Study: Completed.
- d. 2020 and 2021 audits: Both have been assigned. The 2020 Audit is in process. The Property Manager answered questions and provided clarifications to complete the audit. The 2021 Audit will begin after the end of the year.

- e. Mailbox vandalism status: No new updates. The Postal Inspector looked at the photos of the vehicle involved in the vandalism. Homeowners were reminded to say something if they see something.
- f. Pool resurface project status: The Property Manager has two estimates, and a third estimate is expected later in the week. These estimates do not include the lights. Work by the selected contractor can begin in late January or early February.

6. Discuss New Business

- a. Trash cans and recycle bins in the Alleyways: Homeowners are leaving their bins in the alleyways instead of pulling them back per the Covenants, Conditions, and Restrictions (CCRs). The Property Manager is aware of the non-compliance issues and will address them with the new driver.

7. Executive Session - The Board moved into Executive Session at 7:26 P.M. and reconvened at 7:46 P.M. After reconvening, the following actions were taken by the Board:

- a. Fine Waiver: A homeowner on Colwyn Bay Cove requested a waiver of fines and fees primarily associated with fencing and landscaping. The homeowner's appeal was discussed, and no motion was made. The Board will consider the request if photos are provided showing that the fence and landscaping issues have been resolved. The Property Manager will follow up on photos.
- b. Volunteer appreciation dinner: The Board agreed to schedule dinner on Jan 17th at the Rio Grande. The monthly meeting will be cancelled. The Property Manager will send out the required notice of cancellation to homeowners.

8. Adjournment

Director Messex made a motion to adjourn at 7:53 P.M. Director Urban seconded and the motion passed unanimously.

Submitted by: Secretary Urcha Dunbar-Crespo