

**Windermere Homeowners Association**  
Minutes of the Meeting of the Board of Directors  
June 20, 2022  
Approved July 18, 2022

**1. 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, Jill Castro, and Wilbert King. Goodwin Property Manager Melissa McWilliams was in attendance. President Earl Wellborn was absent.

**2. Open Session for Homeowners Concerns/Comments**

Homeowners joined the video meeting. Participant information and comments are available in the Property Manager's file.

- a. A homeowner expressed concern over eighteen wheelers, work trucks and other commercial vehicles parking on the curb in front of and on the side of their home and asked if a sign could be put up. The homeowner was advised that parking is allowed on public streets and that there are restrictions on parking commercial vehicles in the neighborhood. Information on parking and signage is included in the CC&Rs (Covenants, Conditions and Restrictions) on the HOA website (The link was added to the meeting chat by the Vice President). The Pflugerville Police Department can also be called for assistance. The Property Manager will work with the homeowner and will also send the website link.
- b. A homeowner raised concerns about alleyways which are private property and asked: 1) if parking was restricted; 2) what the requirements were for trimming trees and overhang; and 3) who addresses issues with trees, grass, and fencing. The homeowner was advised that alleyways are private property; but parking is not allowed to ensure that emergency vehicles have access. The Compliance drivers do look for non-compliance issues in alleyways. The homeowner was asked to send an email to the Property Manager with more details.

**3. Approve Board Meeting Minutes (approved minutes are on [www.windermerehoatx.org](http://www.windermerehoatx.org))**

- a. The April 18, 2022, Annual HOA Meeting Minutes were reviewed. Director Miller made a motion to approve the minutes; Director King seconded, and it passed unanimously.
- b. The May 16, 2022, Board Meeting Minutes were reviewed. Director Messex made a motion to approve the minutes; Director King seconded, and it passed unanimously

**4. Property Manager Report**

Property Manager Melissa McWilliams provided the Property Manager's report.

- a. Details on financials and violations are maintained in the Property Manager's file.
- b. The largest categories for violations are landscaping (e.g., weeds, overhanging tree branches, tree trimmings that are left out); rubbish and debris (e.g., trash cans left out or overflowing); unsightly (i.e., anything that is left out or on the curb that should not be there, old tires...). Items for trash pickup must be in the appropriate place on the homeowner's trash pickup day.

**5. Discuss Old Business/Committees - No old business was discussed**

6. **Discuss New Business** - No new business was discussed
7. **Executive Session** - The Board moved into Executive Session at 7:30 P.M. and reconvened at 8:03 P.M. No items were moved forward from Executive Session. After reconvening, there was a brief discussion on compliance and a suggestion was made to ask Goodwin to create a training video for compliance checks.

8. **Adjournment**

Director King made a motion to adjourn at 8:10 P.M., Director Messex seconded, and the motion passed unanimously.

Submitted by: Secretary Urcha Dunbar-Crespo