Windermere Homeowners Association

Minutes of the Meeting of the Board of Directors

December 19, 2022

Approval Pending

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.

President Earl Wellborn called the meeting to order at 7:37 P.M. (delayed due to the President having technical difficulty connecting). Present were Directors Paul Urban, Dennis Messex, and Jill Castro. Goodwin’s HOA Property Manager Melissa McWilliams was also in attendance. Directors Urcha Dunbar-Crespo, Scott Miller, and Wilbert King were absent.

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

Homeowners joined the video meeting. Participant information and comments are available in the HOA Property Manager’s file. The following requests/concerns were addressed:

Homeowner Tyler requested a waiver of fines and fees for late payment of assessments and violation fines. This request was deferred for discussion in the Executive Session.

Homeowner Peter V. expressed concern for cars blocking sidewalks, low hanging tree branches and bad fences. HOA Property Manager Melissa McWilliams explained the violation process.

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

November 21, 2022, Board Meeting Minutes were reviewed. Director Messex made a motion to approve the minutes; Director Urban seconded, and it passed unanimously.

1. **Property Manager Report**

There are 1,871 homes in the community. Property Manager Melissa McWilliams provided the Property Manager’s report.

Financials: The November 2022 financials were summarized. Reports are available in TownSq at <https://app.townsgq.io/login>

Violations: Details are maintained in the Property Manager’s file.

Mailbox cluster damage: The Property Manager provided a new contact with the U.S. Postal Service to report damage to mailboxes.

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1. **Discuss Old Business/Committees**

There was no old business.

1. **Discuss New Business**

There was no new business.

1. Ex**ecutive Session -** The Board moved into Executive Session at 7:51 P.M. and adjourned Executive Session at 8:09 P.M. After reconvening, the below items were discussed.

Homeowner Tyler’s request to waive fines and fees. A motion was made by Director Messex to waive all violation fines in the amount of $550 and require the homeowner to pay all certified mail fees and late fees. Director Urban seconded and the motion passed.

The Board agreed to defer discussion about tree replacements and landscape enhancements at the park until the next Board meeting. Also agreed to have both the Appreciation Dinner and the regular January meeting next month. No dates for the dinner were agreed upon. A question arose as to focusing on establishing a Social and Landscape Committee next year.

1. **Adjournment**

Director Messex made a motion to adjourn, Director Urban seconded, and the motion passed unanimously. The meeting was adjourned at 8:14 P.M.

Submitted by: Secretary Urcha Dunbar-Crespo