

Windermere Homeowners Association
Minutes of the Meeting of the Board of Directors
March 20, 2023
Approved June 19, 2023

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 7:06 P.M. Present were Directors Paul Urban, Urcha Dunbar-Crespo, Dennis Messex, Jill Castro, and Wilbert King. Goodwin's HOA Property Manager Melissa McWilliams was also in attendance.

2. Approve February Board Meeting Minutes (approved minutes are on www.windermerehoatx.org)
February 20, 2023 Board Meeting Minutes were reviewed and approved.

3. 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 concerns were raised:

- a. Homeowner Joe asked about the Board and the upcoming elections. The Property Manager advised that there were four seats open. Bios will be provided to homeowners once received from the candidates.
- b. Homeowner Erick requested a reduction on the HOA fines on his property. This item was addressed in the Executive Session.
- c. Homeowner Frank inquired about the limb pickup on his street and sidewalk repairs. He was advised that the City is picking up limbs. Homeowners must contact the City via email to coordinate pickup. They can also submit an online request to the City for sidewalk repairs.
- d. Homeowner Roger asked why inspections are done on Fridays; he believes they should be done on Mon/Tue. The Property Manager advised that inspections are done as soon after trash pickup to be in line with the HOA rules. The homeowner also requested a refund on fines that have already been paid for violations, some of which are from leaves that blow into his yard from neighbors. He was asked to send his recommendation and property address to the Property Manager.
- e. Homeowner Nova commented that the wind blows leaves into yards and that homeowners just have to pick them up.

4. Property Manager Report

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

- a. Financials: The February 2023 financials were summarized. Reports are available in TownSq at <https://app.townsgq.io/login>
- b. Violations: Details are maintained in the Property Manager's file.
 - a. The majority of the violations were for improperly stored trash containers, landscaping (e.g., overgrown lawns, fences...) and vehicles (e.g., parking, abandoned/disabled cars, flat tires, expired registrations, commercial vehicles, boats, trailers etc.).

5. Discuss Old Business/Committees

- a. The Property Manager is waiting for an estimate to upgrade the pool signage.
- b. Signs for the Annual Meeting need to be installed. Director King volunteered to take the lead on getting the signs installed.
- c. The Contract was received from I Am Ready for pool monitors and it's ready to go. It's slightly less than the previous contract. Two signs are being replaced (No diving and Pool Rules) because the info is outdated and there are new laws on what needs to go on the signs.

6. Discuss New Business

- a. New business items were addressed the Executive Session.

7. Executive Session - The Board moved into Executive Session at 7:50 P.M. and adjourned Executive Session at 9:04 P.M. After reconvening, the below items were discussed. Violations details are in the Property Manager's file.

- a. Homeowner Treven - Director Urban made a motion to hold a hearing on Mar 27, 2023 for the trailer that can be seen over the fence. Director Messex seconded it and the motion passed.
- b. Homeowner Erick – Director Urban made a motion to forgive the outstanding fines and let the homeowner know that he is required to contact the Property Manager when he plans to go out of the country. Director King seconded it and the motion passed.
- c. Homeowner Roger - Director King made a motion that the violations not be waived and that the fines stand as is. Director Castro seconded it and the motion passed.
- d. Homeowner Sylvia – requested that fines be credited back to her. Director Castro made a motion to not reimburse the fines. Director Messex seconded it and the motion passed.
- e. Property Manager Authority – The Property Manager requested a threshold that allows the Property Manager to approve minor fines without going to the Board. The Board agreed to consider this request provided that the homeowner's account is in good standing and a process is developed. The Property Manager was asked to provide a written recommendation, with scenarios, for the Board's review
- f. The Board agreed to ask Scott Miller, the previous treasurer and Director, to attend the annual meeting.

8. Adjournment

Director Castro made a motion to adjourn, Vice President Urban seconded, and the motion passed unanimously. The meeting was adjourned at 9:13 P.M.

Submitted by: Secretary Urcha Dunbar-Crespo