

Windermere Homeowners Association (HOA)

Minutes of the Board of Directors

May 19, 2025

Approved June 16, 2025

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 Paul Urban called the meeting to order at 6:05 P.M. Present were Directors Wilbert King, Elena Young and Urcha Dunbar-Crespo. Property Manager Melissa McWilliams was also in attendance. Vice President Joe Clonan joined the meeting when it was in process (o/a 6:37 P.M.).

2. Open Session for Homeowners concerns/comments: Homeowners joined the video meeting. Participant information and comments are available in the HOA Property Manager's file.

- a. Homeowner Representative Aaron requested a waiver of fines on behalf of his mother. This item will be discussed in Executive Session.
- b. Homeowner Doug appealed a decision by the Architectural Control Committee (ACC) regarding expanding the concrete pad in his backyard to install a temporary pergola or awning or something for shade only. This item will be discussed in Executive Session.
- c. Homeowner Peter asked about plans to replace the cover over the kiddie pool (the cost is prohibitive and there are no plans to add a cover); to place a cover over the playground (the Board will revisit this during the next budget season); to fix the leaks at the playground (one leak in the irrigation system has been repaired and research is being done to determine the cause of the other leak); to address nails protruding from fences; and a loose bolt at the pool (this will be repaired).

3. Approve April Board Minutes (approved minutes are on www.windermerehoatx.org)

Director King made a motion to approve the minutes of the April 21, 2025 Annual meeting; Director Dunbar-Crespo seconded, and the motion passed unanimously.

4. Property Manager's Report: There are 1,871 homes in the community. Property Manager McWilliams provided the Property Manager's report. Details are maintained in the Property Manager's file.

- a. Financials: The financials for February 2025 were summarized. Reports and the budget are available in TownSq at <https://app.townsgq.io/login>.
- b. Violations: There were 187 new and/or uncured violations at the end of April; the majority of them were for landscaping, rubbish and debris, unsightly, vehicles, and fencing.
- c. Recent Completed Projects:
Completed pool parking lot striping; received multiple bids for continuing improvements at the pool; ordered two new picnic tables for pool area to be delivered in June; inspected water leaks in pool area; coordinated details for the Memorial Day Pool Party event; restarted trash service at the pool, Assisted multiple owners in obtaining their pool access device; and worked with the HOA law firm team to address several matters.
- d. Ongoing and routine responsibilities:
Completed Monthly Financial Reviews and posted on Town Square; worked with multiple homeowners on curing violations; worked with multiple homeowners to bring their HOA accounts current; assisted the ACC in their review of architectural review applications; assisted Goodwin's Customer Care team

with homeowner questions/concerns; reviewed and processed HOA invoices; and assisted homeowners with pool key requests.

5. **Discuss Old Business/Committees:** There was no old business.
6. **Discuss New Business:** Introduced the new Board Member, Elena (“Lena”) Young. Additional items to be discussed in Executive Session.
7. **Executive Session** – The Board moved into Executive Session at 6:43 P.M. and reconvened the meeting in open session at 8:21 P.M. The following action were taken:
 - a. The Property Manager will advise the homeowner of what the requirements are for the concrete slab.
 - b. Motion by Director King to make a settlement offer to a property owner. Second by Director Clonan.

The motion passed on majority vote: Yes: President Urban, Directors King, Clonan and Young.
Director Dunbar-Crespo recused herself.
8. **Adjournment:** Director Clonan made a motion to adjourn the meeting and Director Young seconded it. The motion passed unanimously and the meeting adjourned at 8:21 P.M.

Submitted by: Secretary Urcha Dunbar-Crespo