

Windermere Homeowners Association (HOA)

Minutes of the Board of Directors

July 21, 2025

Approved August 18, 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 6:01 P.M. Present were Directors Joe Clonan, Wilbert King, and Urcha Dunbar-Crespo. Property Manager Melissa McWilliams was also in attendance. Director Elena Young was absent.

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. A homeowner inquired about internet and television service providers for our neighborhood and if there was any status on when fiber would be available. President Urban offered to do some research and provide info at the next meeting.
- b. Homeowner Peter thanked the Board for resolving two previous issues and asked that a missing bolt be put on a light pole in the park, the plate was secured but it is missing one bolt. He also asked if the Board could look into watering at the park to ensure it was done on the correct days and that sprinkler heads are adjusted to minimize run-off. The Property Manager will look into these issues.

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

President Urban made a motion to approve the minutes of the June 16, 2025 meeting; it was approved unanimously by the Board.

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 June 2025 were summarized. Reports and the budget are available in TownSq at <https://app.townsgq.io/login>.
- b. Violations: There were 138 new and/or uncured violations at the end of June; the majority of them were for landscaping, rubbish and debris, unsightly, and vehicles.
- c. Recent Completed Projects:
 - i. Ordered/received new pool permits (main and kiddie pool) 2025-2026
 - ii. Assisted multiple owners in obtaining their pool access devices
 - iii. Worked with the HOA law firm team to address several collection matters
 - iv. Multiple and ongoing repairs at pool building included ceiling fan replacement, water fountain repairs, repaired broken toilet tissue holder in women's restroom, replaced some light bulbs, repaired urinal in men's restroom, unclogged women's toilet, purchased and installed new display board, replaced wire cover on parking lot light pole, inspected fence for missing screws
 - v. Received bid from new vendor for security camera monitoring at pool
 - vi. Had playscape inspected and confirmed more surface matter is needed. Receiving bids.
- d. Ongoing and routine responsibilities:
 - i. Monthly Financial Reviews completed; posted on Town Square
 - ii. Work with multiple homeowners on curing violations

- iii. Work with multiple homeowners on bringing their HOA accounts current
- iv. Assist the ARC in their review of architectural review applications
- v. Assist Goodwin's Customer Care team with homeowner questions/concerns
- vi. Review and process HOA invoices
- vii. Assist homeowners with pool key requests

5. **Discuss Old Business/Committees:** Addressed in the Property Manager's report.

6. **Discuss New Business:** Went into the closed business meeting at 6:23 PM

- a. The Board discussed the proposal and additional options from Redline Monitoring for security cameras monitoring at the park.
- b. Discussed a pending Architectural Control Committee (ACC) request from a homeowner. That request will be handled by the Goodwin team as soon as the previously approved contract amendment is signed. The Property Manager will send the document to President Urban for signature.
- c. The Property Manager was asked for status on the Board's request for samples of the Covenants, Conditions and Restrictions (CC&Rs) for other, more recently developed, neighborhoods. The Property Manager will obtain and send samples to the Board.
- d. The Board discussed an offer from a homeowner to fund a shade structure at the pool. The need and cost for this structure is scheduled for discussion during the upcoming budget session. The Property Manager was asked to provide that info to the homeowner to close out the offer.
- e. Motion by Director King to adopt the Plan 1: On-Demand monitoring proposal from Redline Monitoring (without the additional options). Seconded by Director Dunbar-Crespo and it passed unanimously.

7. **Adjournment:** President Urban made a motion to adjourn the meeting and Director Clonan seconded it. The motion passed unanimously and the meeting adjourned at 7:28 P.M.

Submitted by: Secretary Urcha Dunbar-Crespo