

# Windermere Homeowners Association

Minutes of the Meeting of the Board of Directors

October 17, 2022

Approved November 21, 2022, with Administrative correction

## 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 7:03 P.M. Present were Directors Urcha Dunbar-Crespo, Scott Miller, and Jill Castro. Goodwin Property Manager Melissa McWilliams was also in attendance. Director Wilbert King joined at 7:08 P.M. Directors Paul Urban and Dennis Messex were 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 someone selling things out of their home. They have been in contact with the Police department and wanted help from the HOA. The homeowner was encouraged to continue working with the police department and to send the address to the Property Manager who will reach out to the property owner.
- b. A homeowner objected to a violation notice and fines for a basketball goal. The violation stated that the basketball goal was attached to the property; it is not attached to the property and is laid on its side on the side of the house when it's not in use. This issue was deferred for discussion in Executive Session.
- c. A homeowner requested forgiveness of fines and fees associated with a citation for a garage door being unsightly. This violation was not addressed on their resale certificate when they purchased the house earlier this year. This issue was deferred for discussion in Executive Session.
- d. A homeowner inquired about the pool phone and complained about barking dogs. The phone issue was related to an internet issue and is being worked. In response to barking dogs, the homeowner was advised to send a video with the date, time and address for the barking dogs to the Property Manager for a violation review.
- e. A homeowner requested forgiveness for fines associated with a trash can being out that was not theirs. This violation is being removed based on photos received from the homeowner showing that the trash can did not belong to them. A notice will be sent to the homeowner when the fines are removed. The homeowner also asked for forgiveness on tree stumps. He is working on cutting the trees down and needs to know how far down they have to grind stumps. This issue was deferred for discussion in Executive Session.
- f. A homeowner requested forgiveness of fines for personal items temporarily left in front of the home by their tenant. This issue was deferred for discussion in Executive Session.

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

- a. September 19, 2022, Board Meeting Minutes were reviewed. Director King made a motion to approve the minutes; Director Miller seconded, and it passed unanimously.

#### **4. Property Manager Report**

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

- a. Financials: The Sep 2022 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. In summary, the largest category of violations is landscaping
- c. Garage Sale: New signs are needed and will take time, so the community garage sale date needs to be changed. Nov 5<sup>th</sup> was suggested.

#### **5. Discuss Old Business/Committees**

- a. Garage Sale: Discussed the purchase of signs and agreed to the Nov 5<sup>th</sup> date for the Windermere HOA Community wide Garage Sale. Board members will install and remove the signs.

#### **6. Discuss New Business**

- a. There was no new business.

#### **7. Executive Session - The Board moved into Executive Session at 7:54 P.M. and reconvened at 8:49 P.M. After reconvening, action was taken on the following items.**

- a. Director Miller made a motion to withdraw the violation and fines for the homeowner with the basketball goal. It was seconded by Director King and passed unanimously.
- b. Director King made a motion to waive all fines and fees for the tree stump contingent on the homeowner grinding the stump down to ground level within 30 days. It was seconded by Director Miller, and it passed unanimously.
- c. Director King made a motion to have the homeowner pay the certified mail fees and to waive violation fines, after she completes painting the garage door and she has to complete the painting within 30 days. Director Miller seconded, and it passed unanimously.
- d. Director Miller made a motion to deny the homeowners' appeal and not waive any violation fines for leaving personal items in the front yard. Director King seconded, and it passed unanimously.

#### **8. Adjournment**

Director Castro made a motion to adjourn at 9:18 P.M., Director Dunbar-Crespo seconded, and the motion passed unanimously.

Submitted by: Secretary Urcha Dunbar-Crespo

Note: Administrative correction to Para 3.a: Corrected to show Director Miller's last name for the second on the motion instead of his first name.