

**Windermere Homeowners Association**

Minutes of the Meeting of the Board of Directors

January 16, 2023

Approved February 20, 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 7:00 P.M. Present were Directors Paul Urban, Scott Miller, Urcha Dunbar-Crespo, Jill Castro, and Wilbert King. Goodwin’s HOA Property Manager Melissa McWilliams was also in attendance. Director Dennis Messex was absent.

**2. Approve December Board Meeting Minutes** (approved minutes are on [www.windermerehoatx.org](http://www.windermerehoatx.org))  
December 19, 2022, Board Meeting Minutes were reviewed and approved.

- 3. Pool Modernization and Upkeep.** A presentation was made by the HOA Pool Contractor on the following items.
- a. Auto fill system - The Windermere pool does not have an auto fill system; so, a garden hose is used to fill the pools. A proposal and estimate were presented to install an automatic water supply system that uses 2 sensors, one for the kiddie pool and one for the main pool.
  - b. Automated Chemical Controllers for the pump room - A commercial pool supplier currently provides equipment and chemicals for the pool when needed. There were delivery issues last season. To eliminate those issues, the HOA’s pool contractor can directly lease equipment and provide chemicals to the HOA at relatively the same price as his supplier.
  - c. Pool lettering (e.g., no diving and pool depth) - This was cited in the last inspection report as being faded. The lettering can be painted or replaced with inlaid tile.

Details are in the Property Manager’s file. Additional information will be provided to the Board.

**4. 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:

- a. Homeowner Frank asked for an update on weekend compliance coverage. He was advised that there is not a company that provides the type of enforcement the HOA needs over the weekend. He also expressed concerns over violations and was asked to send in photos of violations to the Property Manager.
- b. Homeowner Diana asked about the budget to replace the trees at the North Park and what the plan was to replace them (e.g., how many trees will be planted and when). She was advised that the plan is to replace trees in phases; the 2023 budget includes replacing some trees. Additional tree replacements will be addressed in the next budget. The Property Manager provided budget information and advised her that additional details are in the budget that is posted in TownSq. The Property Manager will be soliciting bids for review at the Feb meeting.

**5. Property Manager Report**

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

- a. **Financials:** The December 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. There were 156 new violations in December. The majority of the violations were in landscaping (59), unsightly (34), rubbish and debris (25) and vehicles (17).
- c. Entry Signage: Monument signs need updating and painting.

**6. Discuss Old Business/Committees**

- a. Entry Signage. Deferred to Executive Session.

**7. Discuss New Business**

- a. There was no new business.

**8. Executive Session** - The Board moved into Executive Session at 8:07 P.M. and adjourned Executive Session at 9:03 P.M. After reconvening, the below items were discussed.

- a. HOA Entry signage – The Property Manager will get bids.
- b. Pool Signs - The Property Manager will order a new no diving sign and pool rules sign.
- c. Pool Chemicals – A motion was made by Director Urban to approve option 2 to buy chemicals directly from our Pool Contractor instead of their supplier. It was seconded by Director King. The motion passed 4 to 1 with Directors Urban, Dunbar-Crespo, King and Castro voting yes and Director Miller voting no.

**9. Adjournment**

Director Urban made a motion to adjourn, Director Miller seconded, and the motion passed unanimously. The meeting was adjourned at 9:10 P.M.

Submitted by: Secretary Urcha Dunbar-Crespo