

Windsor Lakes Homeowners Association, Inc. Board of Director's Meeting

Held on Tuesday, December 15, 2020 7 PM By Zoom Teleconferencing

Minutes of the Meeting

Directors Present Via Zoom

Don Schwartz, Interim President

Janet Tooman, Treasurer

Jim Cherry, Property Manager

Teresa Johnson, Vice President

Mike Miller, Secretary

In Attendance

From Sterling via Zoom: Drew Jones, Community Manager

Sixty-Four (64) homeowners in attendance via Zoom

Call to Order

Don Schwartz, Interim President called the meeting to order at 7 PM.

Adoption

On a motion duly made, the agenda was adopted unanimously.

Consideration of Minutes

On a motion duly made, the minutes for the meeting held October 27, 2020 were approved unanimously.

President's Report:

- Don Schwartz welcomed homeowners to this Zoom meeting and introduced himself, having accepted the appointment to the Board of Directors.
- A vote to accept the Meeting Agenda that has been posted and emailed to homeowners with email addresses on file was accepted unanimously.
- Motions passed by the board since the October 27th meeting: On November 20th, the 4-member board met in an executive session and appointed Don Schwartz to fill the board vacancy created by Mary Scoggins resignation and to make him interim Board President to serve until April's board election. It was a unanimous vote.
- Item two on the Agenda regarded the recent Covid-19 documents. The Board, in listening to residents' concerns and objections, determined a response was required. At this point Board Member Mike Miller offered two motions: 1) To rescind the August 28th "Regulation of Clubhouse and Common Area Use" document, 2) To adopt the "Version 2 COVID-19 Only Clubhouse Release & Indemnity Agreement." Both motions passed unanimously.
- There will be a Board Election in April, with the unusual occurrence of electing three Board Members. Recruitment will be a focus in the coming months.
- The rebuilding of the aging sound system in Windsor Lodge will be addressed soon with the addition of video capability, with a call for committee members.

A motion to approve the President's report was made and received a united vote of yes.

Vice President's Report by Teresa Johnson

- Teresa presented the 2021 schedule for the Windsor Lakes Lawn Service along with letting the residents know that the Board of Directors will hold quarterly performance appraisals with the lawn service provider.

On a motion duly made, the Vice President's report was accepted as presented.

Secretary's Report by Mike Miller

- ARC report from John Corey was read covering the period of October 19, 2020 through December 8, 2020.
- Mike gave a brief tour of the Windsor Lakes HOA Website and highlighted recent updates and key areas of interest.

On a motion duly made, the Secretary's report was unanimously accepted as presented.

Treasurer's Report by Janet Tooman

- Janet presented the financial reports based on the October 2020 results.
- Janet reminded everyone of the 2021 HOA assessment increases. She then encouraged all residents with automatic payments, to ensure the appropriate changes are made.
- A motion to approve the 2021 budget presented on November 10, 2020 was made and received a united vote of yes.

On a motion duly made, the Treasurer's report was accepted as presented.

Property Manager's Report was given by Jim Cherry

- Front door repainting was discussed, and a motion made and passed to reimburse any homeowners who paid Sturdy Doors an extra \$100 because they had a painted rather than stained front door.
- Fence definition of "Good Neighbor" party fences vs. eight foot and six-foot perimeter fences was clarified. A number of fence post failures has occurred on Limerick. Residents were asked to report any fence post problems.

On a motion duly made, the Property Manager's report was accepted as presented.

Drew Jones with Sterling

- Drew gave an update that residents with driveways that needed power washing were all taken care of with the exception of 1 (one).
- Drew reminded residents to ensure political signs are taken down within 10 days after the election as well as Christmas decorations be taken down by January 15, 2021.

Final Update and Questions and Answers

- Submitted questions were answered by Board members.
- The Board then answered questions asked by residents attending by Zoom.

The next meeting date was announced: Tuesday, February 23, 2021 at 7 PM by Zoom.

Adjournment

There being no further business, the meeting adjourned at 8:02 PM

Respectfully submitted,

A handwritten signature in cursive script that reads "Michael Miller".

Michael Miller
WLHOA Board Secretary