



Minutes of the December 14, 2021 Board of Directors Meeting Windsor Lakes Homeowners Association, Inc. Via Zoom and YouTube Live, 7:00 pm

CALL TO ORDER AND ADOPT AGENDA

A quorum having been established, President Mike Miller called the meeting to order at 7:00 pm. Board members in attendance were Michael Dalke - Vice President, Janet Tooman - Treasurer, Patrick Cleary – Secretary, and Jim Cherry – Property Manager. Also in attendance was Drew Jones with Sterling ASI. A motion was made, seconded, and passed unanimously to approve the agenda as written.

MINUTES

A motion was made, seconded, and passed unanimously to approve the minutes of the October 26, 2021, Board of Directors meeting as written.

SUMMARY OF APPROVALS OUTSIDE OF MEETING

M. Miller advised the board approved the following:

- Approved bid from Capital Masonry to replace 17-year-old wooden fence that surrounds the clubhouse dumpster.
- Board approved to accept a proposal from ARC blueprinting to scan and digitize our safe full of the original blueprints for construction of Windsor Lakes, (street plans, water drainage, patio and townhome construction, swimming pool and clubhouse construction).

PRESIDENT'S REPORT

M. Miller reported on the following:

- **2021 Completed Projects**
 - Update and improve the air filtration system in Windsor Lodge.
 - Phase 2 of the house painting project.
 - Door refinishing project, phase 2.
 - Rebuilding of the Windsor Lodge sound system in the Ballroom, to include video capabilities.
 - Landscaping of the outdoor activity area of Windsor Lodge including the Pickle Ball Court area.
 - Iron fence painting/repairing/replacement project (Phase 3).
 - Restriping the Windsor Lodge parking lot.
 - Professional inspection of the 2 bridges in Windsor Lakes.
- **2022-23 Future Projects**
 - Resumption of Social & Entertainment activities.
 - Website Re-Theme.
 - Pool Replastering.
 - Pickle Ball Court Enhancements.
 - Bocce Ball Court Enhancements.
 - Townhome Roof Replacement Schedule.
 - Door Refinishing Schedule.
 - House Repainting Schedule.
 - Fence Repairs.
 - Property Re-Fresh & Updates as needed.
- **Board Elections**
 - M. Miller reminded the homeowners that there will be 2 open seats for the Board and urged homeowners to contact the Board members with any questions that they might have about serving on the Board

VICE PRESIDENT'S REPORT

M. Dalke provided the following:

- **Clubhouse** – M. Dalke reported that the HVAC system was repaired for the clubhouse and the ballroom door leak has been repaired.
- **Fitness Center** – Bike was repaired.
- **Pool** – M. Dalke reported that the Spa lights were replaced, Spa leak was repaired, and the new pool awnings will be replaced by December 21st.
- **Entrance Guard House** – M. Dalke reported that the Guard House was damaged by a truck that was too tall for the awning and did damage to the roof, it was repaired by the company that did the damage.
- **Christmas Decorations** – M. Dalke thanked the following volunteers for decorating the clubhouse; Loretta Turner, Darnell Turner, Nancy Jeter, Linda Juday, Linda & Larry Eastman, Genie Ingram, Lenora Kurek, Mike Jones and Sandy Torsey.

SECRETARY'S REPORT

- **Architectural Review** – P. Clearly reported that 7 submittals approved, none denied.

TREASURER'S REPORT

- **Financials** – J. Tooman reviewed the financial statements for the month ending October 31, 2021, which indicated an operating balance in the amount of \$1,167,052.66, a reserve fund balance of \$1,886,230.61 and the townhome reserve fund balance of \$599,653.22.
- **CIT Bank** – J. Tooman announced that homeowners wanting help from Sterling ASI to change their accounts to pay their assessment was completed
- **2022 Budget** – A motion was made seconded and passed unanimously to accept the 2022 Budget as presented.
- **Insurance Update** – J. Tooman announced that the Property Insurance has dramatically increased for 2022 therefore the monthly assessment amount could be increased; she said that the coupon books were being sent out but could change if the Insurance premium increases substantially.

PROPERTY MANAGER'S REPORT

- **Townhome Roofing Update** – J. Cherry reported that the 2022 roofing would continue after the January 1st, please check the website to see if your home is scheduled for roof replacement.
- **Clubhouse Roof Inspection** - J. Cherry reported that the clubhouse roof was inspected and said no rust was found and looked to be in good shape.
- **Sink Hole Update** – J. Cherry reported that the sink hole near N. Dylanshire has been repaired.
- **Fencing Around Dumpster** – J. Cherry stated that the dumpster corral would be replaced with cinder block with wood doors.
- **Landscaping Services** – J. Cherry said the landscaping company would be getting an additional dumpster to dump yard waste due to high county dumping fees, it would be installed near the clubhouse.



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COMMUNITY MANAGER REPORT – STERLING ASI

Drew Jones of Sterling ASI wanted to thank all of the homeowners that came to the clubhouse and patiently waited for Mervat and George to help them with their Bank Assessment payments.

QUESTIONS AND ANSWERS

The following questions and answers were discussed with the Board; mulching tree branches to use as mulch to save association money, Board said they would take it under advisement, Homeowner asked where rest of the funding came from to finish the Pickleball Court, Board said they had an excess of funds from reserves that was used, Request to landscape the South Gate area, Board said they would take it under advisement, When will normal clubhouse activities be reinstated, Board said that they will be sending out to the homeowners a questionnaire to see what activities they would like to have at the clubhouse.

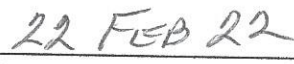
NEXT MEETING SCHEDULED FOR FEBRUARY 22, 2022, 7 PM

ADJOURN

There being no further business to come before the Board, M. Miller properly adjourned the meeting at 7:55 pm.



Secretary



Date