



Minutes of the October 26, 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 August 31, 2021, Board of Directors meeting as written.

SUMMARY OF APPROVALS OUTSIDE OF MEETING

M. Miller advised the board approved the following:

- The Board approved the bid to replace the 2 existing pool canopies.
- The Board approved A&H Electric's quote for the repair of the lake pump and irrigation conduit that was damaged by squirrels.

PRESIDENT'S REPORT

M. Miller reported on the following:

- **2021 Texas HOA Law Changes** – M. Miller reviewed the Texas law changes for 2021 concerning HOAs and will post them on the Windsor Lake HOA website.
- **Website** – M. Miller announced that the website has been updated with all current documents for the association.
- **Board Elections** – M. Miller reminded the homeowners that they would be seeking Board candidates for the 2022 Annual Meeting in April.

VICE PRESIDENT'S REPORT

M. Dalke provided the following:

- **Clubhouse** – M. Dalke announced that Windsor Lakes logo apparel (T-shirts, polo shirts and ball caps) were available for sale at the clubhouse, also a new thermostat was installed for the clubhouse.
- **Pool** – M. Dalke reported that the pool canopies would be replaced because of the worn conditions. Also, the pool lights around the pool will be replaced with brighter LED lights. The following pool items have been repaired/replaced; new chemical release system to control the PH levels, a new pump, a broken gas line to the spa heater was repaired, a water leak to the spa was detected and repaired.
- **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.

SECRETARY'S REPORT

- **Architectural Review** – P. Cleary reported that 5 submittals approved, none denied.

TREASURER'S REPORT

- **Financials** – J. Tooman reviewed the financial statements for the month ending August 31, 2021, which indicated an operating balance in the amount of \$1,194,901.64, a reserve fund balance of \$1,844,394.32 and the townhome reserve fund balance of \$579,498.89.
- **CIT Bank** – J. Tooman announced that the association would be changing Banks from New 1st Bank to CTI Bank because New 1st Bank was charging fees where CTI was not.
- **2022 Preliminary Budget** – J. Tooman said that her and the committee would be working on the Budget for 2022.

PROPERTY MANAGER'S REPORT

- **Townhome Roofing Update** – J. Cherry reported that the 2021 roofing of the townhomes were almost completed.
- **Sink Hole Update** – J. Cherry made the homeowners aware of a sink hole on common ground, near the corner of N Dylanshire and Chauncey Court. Sink holes have been located around certain properties and were being taken care of.
- **Wood Fence Update** – J. Cherry stated that 66 fence posts have been replaced. Post sleeves will be used in the future to prevent premature rotting of the posts.
- **Landscaping Services** – M. Miller included a reminder in the Board packet to homeowners of the Landscaping company services that are provided provides, also other homeowner tips for taking care of their irrigation system, plants and grass.

COMMUNITY MANAGER REPORT – STERLING ASI

Drew Jones of Sterling ASI announced that there were 22 violation letters sent to homeowners.

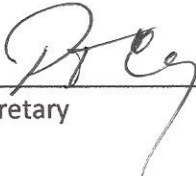
QUESTIONS AND ANSWERS

There was one pre-submitted question regarding pool furniture. This question was answered by M. Dalke.


NEXT MEETING SCHEDULED FOR DECEMBER 14, 2021, 7 PM

ADJOURN

There being no further business to come before the Board, M. Miller properly adjourned the meeting at 8:05 pm.



Secretary



Date