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## WINDSOR LAKES HOMEOWNERS ASSOCIATION, INC. MINUTES OF THE BOARD OF DIRECTORS MEETING

**DATE:** Tuesday, August 30, 2022  
**TIME:** 7:00 pm  
**PLACE:** In person (Clubhouse Ballroom)  
Zoom Meeting (<https://us02web.zoom.us/j/87813938623>)

**BOARD PRESENT:** Peter Livingston, Stephen Isphording, John Reynolds, Patrick Cleary, and Barbara Kimmelman

**ALSO PRESENT:** John Miller (President, Associa PMGH), Kristine Sharara (GM) and 55 Homeowners (attended in person) and 31 Homeowners (attended zoom meeting).

- I. **Call Meeting to Order:** The meeting was called to order at 7:04 PM by Peter Livingston.
- II. **Adopt Proposed Agenda:** Pete motioned to approve the agenda, seconded and all in favor.
- III. **Approval of Previous Meeting Minutes:** Pete motioned to approve the Regular Board meeting minutes of June 30, 2022 and the Special Board meeting minutes of July 11, 2022, seconded by Stephen, all in favor. The motion to approve the minutes passed.
- IV. **President's Report:** Pete presented the President's report (Actions of the Board since the last Meeting) with the Board and members present as below:
  - Sterling ASI management issues- Pete informed that there are significant issues with Sterling ASI management Lawyer has been contacted and coordinating with Sterling regarding the internal financial issues.
  - Pete informed that formation of "Teams" to address specific needs in the community has been set. Current teams formed are Technology, Lawn services, fence repair/replacement.
  - Pete also informed the installation of 5 new benches & low-speed bumps for South gate has been approved by the Board.
  - Pete informed that the contract with Reserve Advisors has been signed, waiting for the schedule of the actual Reserve Study.
  - Pete notified the Homeowners of the new maintenance tracking system in Townsq
  - Pete also informed that total 130 fence post repaired since 2021 and total 35 in 2022 and there are 3 more areas scheduled within the next 2 weeks. Pete also mentioned about the various sprinkler repairs completed.
  - Purchase of Billiards room scoreboard and installation of shuffleboard completed. Including the receiving the Outdoor furniture.

- Pete also informed that the bids for sidewalk repairs received, still waiting for more bids from other vendors.
- Transition to Associa- The new GM (Kristine Sharara) has been officially introduced by Pete
- The Board approved the Exemption Requests
- Solar Panel installation- Pete informed that the ARC request from a homeowner has been initially denied as this is restricted in the DCCR's, however, per the new Texas 209 Law, the Board and ARC amended their decision to grant installation approval with condition on placement where the panels will be installed.
- Ratify new Board Director (Mrs. Barbara Kimmelman)- Pete motioned to elect Barbara Kimmelman, seconded by John and all in favor. Barbara to fill the vacated term of Mike Dalke expiring April 2024.

- V. **Vice President's Report-** Pete informed that since VP's seat is vacant, he presented and informed about there are activities and events scheduled. For travel events, upcoming September 2022, the travelers' group are scheduled to visit Painted Churches and upcoming cruise on January 2023, etc. Pete also informed that an e-blast will be sent for Volunteer opportunities for all community events & activities.

Pete also informed that the new table shuffleboard has been installed, pool furniture purchase is completed, and the five (5) new park benches were installed.

- VI. **Secretary's Report-** John presented the ARC report covers the period from June 23, 2022 thru August 18, 2022, there were 12 ARC submittals approved and 1 submittal denied (solar panels in front of house). However, the denial has been amended and approval was granted (per Texas 209 law) with the condition on placement of the panels. John informed that there were no Violations reported. John also presented the Residential Statistics as of August 23, 2022 with total 532 Owner Occupied units and 40 Absentee (Unit occupied by Renters/ Owner is not Currently living)

- VII. **Treasurer's Report-** Stephen presented the current financials to the Board and members. Stephen informed that the July 2022 and August 2022 Income & Expense statement are draft/unaudited financials due to the prior management (Sterling) updated financials not being fully received by Associa accounts team, Stephen highlighted that only May 2022 financials received from Sterling which were no correct and required some internal adjustments. Stephen highlighted that the investment account is safe, and he and Pete has access to it. The Bank access issue has been resolved. There are still funds still pending from Sterling to provide.

**Treasurer's Comments-** Stephen informed that the previous Board made a decision to obtain an experienced GM to be on site and that the decision was carefully examined financially during the final executed contract with Associa Management. The Management fee and salary adjustment forecast from July-December 2022 will have a positive variance of +/- \$10,000 conservatively and the Management fee & 2023 salary forecast will result in a +/- \$9,000 including a COLA salary increase for the community staff.

- VIII. **Questions & Answers:** No questions asked that require the Board action.

- IX. **Next Board Meeting:** The next Board Meeting is scheduled for October 25, 2022.



X. **Adjournment:** There being no further Association business to discuss, the meeting was adjourned at 8:15PM.

Signed and approved this 25 day of OCT, 2022

Name: Peter G. Lyndston

Signature: [Handwritten Signature] Pres