

**Windsong Condominiums Association**  
Board of Directors Meeting Minutes  
Meeting held in the East Clubhouse  
May 21, 2018

Meeting called to order at 6:00 p.m. by Dianne Stains. Quorum of the Board of Directors established. Minutes were taken and transcribed by Debra Vickrey.

**Board members present:** Dianne Stains, Bruce Goldberg, and Shelby Crump

**CPMG Staff:** Debra Vickrey, CAM, AMS, PCAM - Association Manager

**Comcast:** Cameron Cory

- He gave a brief overview of how the account manager works with the community and the property manager.

**Meeting Minutes:** January 22, 2018

- **Motion** to approve the meeting minutes was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.

**President's Report:** None

**Association Managers' Report:** Debra Vickrey

- Debra gave an update on daily operations.
- She responded to numerous questions regarding the roof project.

**Homeowner Forum – 8 attendees**

- There was discussion about the state of disrepair of the tennis courts and possible alternative uses.
- Complaints were made about the past couple of clubhouse rentals making too much noise and the problems with unsupervised children.
- The fire regulations for barbecues were discussed.
- There were questions about when the fences would be on the project list. The Board responded that the fences will be a 2019 project after the roofs and the asphalt work currently scheduled.

**Discussion Items:**

- No action was taken on the Comcast Agreement. CPMG was directed to send the contract to the attorney for review.
- **Motion** to retain the deposit for the clubhouse rental for unit 1702, and to suspend all clubhouse privileges indefinitely due to several contract breaches, was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.

### Contracts:

- **Motion** approve WDR Construction proposal in the amount of \$57,534.18 for asphalt seal-coat, pot hole repair, and striping was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.

### Financials/Legal:

- **Motion** to approve the March & April 2018 financials prepared by CPMG, subject to audit, was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.
- **Motion** to send the following accounts to attorney Moeller Graf for collections was made by Bruce Goldberg, seconded by Shelby Crump and passed unanimously:
  - Unit 3009
  - Unit 3307
- The Board requested to meet with investment professionals for a recommendation for reserve funds.
- **Motion** to approve the Weidner & Associates proposal in the amount of \$4,200.00 for the 2018 taxes and audit was made by Bruce Goldberg, seconded by Shelby Crump and passed unanimously.
- **Motion** to approve the 2017 audit as presented was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.

### Architectural Requests:

- **Motion** to approve the following Architectural requests was made by Shelby Crump, seconded by Dianne Stains and passed unanimously:
  - Unit 3812 – window replacement
  - Unit 306 – window well enlargement

### Correspondences: None

### Hearings:

- **Motion** to assess the fines for the following units was made by Dianne Stains, seconded by Shelby Crump and passed unanimously;
  - Unit 504 – 5<sup>th</sup> violation cable over patio
  - Unit 1004 – 5<sup>th</sup> violation oil spill
  - Unit 1101 – 3<sup>rd</sup> violation front entry storage
  - Unit 1103 – 5<sup>th</sup> violation pet tether on patio
  - Unit 1105 – 3<sup>rd</sup> violation patio stain
  - Unit 2206 – 2<sup>nd</sup> violation noise
  - Unit 2303 – 3<sup>rd</sup> violation bike in front entry
  - Unit 2304 – 2<sup>nd</sup> violation slider off track
  - Unit 2602 – 2<sup>nd</sup> violation vehicle noise
  - Unit 3009 – 3<sup>rd</sup> violation pet loose and pet waste
  - Unit 3009 – 4<sup>th</sup> violation pet loose and pet waste
  - Unit 3704 – 2<sup>nd</sup> violation tree hitting building
  - Unit 3803 – 2<sup>nd</sup> violation weeds on patio

- Unit 3812 – 2<sup>nd</sup> violation patio storage
- Unit 3603 – 3<sup>rd</sup> violation tree hitting building
- **Motion** to waive the fines for the following units was made by Dianne Stains, seconded by Shelby Crump and passed unanimously:
  - Unit 3306 – 3<sup>rd</sup> violation oil spill


**Board Actions Between Meetings:**


- Board approved unanimously the WDR proposal in the amount of \$46,919.32 for drainage repairs at building 700.
- Board approved unanimously the following Architectural Requests:
  - Unit 306 – Window replacement
  - Unit 2504 – Garage door replacement
  - Unit 1814 – Front door and security door replacement
  - Unit 2001 – Window replacements
  - Unit 308 – Window replacement

**Adjournment:** 7:45 p.m.

**Next meeting:** July 16, 2018 at 6:00 pm in the East Clubhouse.

Minutes approved:

  
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Dianne Stains, President

  
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Date