

**Windsong Condominiums Association**  
Board of Directors Meeting Minutes  
Meeting held in the East Clubhouse  
January 23, 2017

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, Evie Pottenger, and Shelby Crump

**Board members absent and excused:** Dwain Irvan

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

**Meeting Minutes:** November 28, 2016

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

**President's Report:** None

**Association Managers' Report:** Debra Vickrey

- Debra gave an update on daily operations.
- She gave a brief summary of the status of the roof claim.

**Homeowner Forum – 5 attendees**

- Maintenance items were discussed.
- Concerns were raised about bird feeders attracting squirrels and rats.
- There were complaints about all the pet waste on the property.

**Discussion Items:**

- **Motion** to approve Moeller Graf revising the state required governance policies to reflect recent changes in the law was made by Evie Pottenger, seconded by Dianne Stains and passed unanimously.

**Contracts:**

- **Motion** to ratify the Board's approval of the WDR Construction proposal in the amount of \$6,249.63 for hit and run vehicle damages to unit 402 was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.
- **Motion** to approve the Mountain High 2017 plant care proposal in the amount of \$4,350.00 was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.

- **Motion** to approve the Supreme Commercial proposal in the amount of \$2,250.00 to replace three backflow devices that do not meet current code requirements was made by Shelby Crump, seconded by Bruce Goldberg and passed unanimously.

#### **Financials/Legal:**

- **Motion** to ratify the Board's approval of the 2017 insurance renewal in the amount of \$177,192.00 was made by Bruce Goldberg, seconded by Shelby Crump and passed unanimously.
- **Motion** to ratify the Board's approval of the CPMG proposal in the amount of \$1,000.00 for the FHA recertification was made by Evie Pottenger, seconded by Dianne Stains and passed unanimously.
- **Motion** to ratify the following accounts being sent to Moeller Graf for collections was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously;
  - Unit 3709
  - Unit 4009
- **Motion** to approve the November and December 2016 financials prepared by CPMG, subject to audit, was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.

#### **Architectural Requests: None**

#### **Correspondences:**

- **Motion** to waive the fines, late fees and interest for unit 301, with the condition that they are subject to future violations if the pet waste is found at their location, was made by Evie Pottenger, seconded by Bruce Goldberg and passed unanimously.
- **Motion** to waive the fines, late fees and interest related to the 2<sup>nd</sup> violation for a patio screen off the track was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.
- **Motion** to deny the request to waive the fines, late fees and interest related to multiple violations for pet waste was made by Bruce Goldberg, seconded by Shelby Crump and passed unanimously with Dianne Stains abstaining.


#### **Hearings:**

- **Motion** to assess the fines for the following units was made by Dianne Stains, seconded by Shelby Crump and passed unanimously;
  - 1004 – 1<sup>st</sup> violation for pet waste
  - 1004 – 2<sup>nd</sup> violation for pet waste
- **Motion** to waive the fines for the following units was made by Dianne Stains, seconded by Shelby Crump and passed unanimously;
  - 1103 – 2<sup>nd</sup> violation for items in the common area

**Adjournment:** 7:00 p.m.

**Next Meeting:** Annual meeting March 27, 2017 at 6:00 pm in the East Clubhouse.

Minutes approved:

  
\_\_\_\_\_ 4-10-17  
Dianne Stains, President Date