

**Windsong Condominiums Association**  
Board of Directors Meeting Minutes  
Meeting held in the East Clubhouse  
November 28, 2016

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:** September 26, 2015

- **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 gave a brief summary of the status of the roof claim.

**Homeowner Forum – 6 attendees**

- Suggestions were made by owners about additional methods to prevent rats on the property.
- Maintenance items were discussed.

**Discussion Items:**

- The Board agreed to purchase some additional long tables for the east clubhouse and to replace the wooden tables.

**Contracts:**

- **Motion** to approve the 2017 CPMG Management Agreement in the amount of \$67,584.00 was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.
- **Motion** to approve the CPMG Project Services Contract for the management of the insurance claim for the wind/hail damages to the roof was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.
- **Motion** to ratify the Board's approval of the Mountain High Tree proposal in the amount of \$11,645.00 for tree trimming was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.

- **Motion** to approve the Supreme Commercial proposal in the amount of \$3,700.00 to remove dead junipers was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.
- **Motion** to ratify the Board's approval of the All Risk Claim Consultants Insured Appraiser Agreement was made by Evie Pottenger, seconded by Bruce Goldberg and passed unanimously.

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

- **Motion** to ratify the Board's approval to send account unit 1907 to attorney Moeller Graf for collections was made by Dianne Stains, seconded by Shelby Crump and passed unanimously;
- **Motion** to approve the September and October financials prepared by CPMG, subject to audit, was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.

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

#### **Correspondences: No action required**

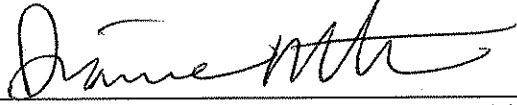
#### **Hearings:**

- **Motion** to assess the fines for the following units was made by Dianne Stains, seconded by Shelby Crump and passed unanimously;
  - 307 – 2<sup>nd</sup> violation sliding screen detached
  - 1401 – 1<sup>st</sup> violation pet tether
  - 2209 – 3<sup>rd</sup> violation satellite dish on garage roof
- **Motion** to waive the fines for the following units was made by Dianne Stains, seconded by Shelby Crump and passed unanimously;
  - 1004 – 2<sup>nd</sup> violation garage door partially open
  - 2103 – 2<sup>nd</sup> violation trash can in common area
  - 2305 – 2<sup>nd</sup> violation unallowable storage
  - 2306 – 3<sup>rd</sup> violation patio stain
  - 3604 – 2<sup>nd</sup> violation front entry storage
- **Motion** to rescind the following fines was made by Dianne Stains, seconded by Shelby Crump and passed unanimously;
  - 3406 – 2<sup>nd</sup> and 3<sup>rd</sup> violation fines for toys in front entry
  - 3807 – 2<sup>nd</sup> violation fine for large shrub in patio
  - 3903 – 2<sup>nd</sup> violation fine for detached screen
- **Motion** to deny the request from unit 307 to rescind the fines for a 1<sup>st</sup> and 2<sup>nd</sup> violation for dog feces was made by Shelby Crump, Bruce Goldberg and passed unanimously with Dianne Stains abstaining.

**Adjournment:** 7:05 p.m.

**Next Meeting:** January 23, 2017 at 6:00 pm in the East Clubhouse.

Minutes approved:



Dianne Stains, President

1-23-17

Date