

Windsong Condominiums Association
Board of Directors Meeting Minutes
Meeting held in the East Clubhouse
July 25, 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, Association Manager

Contractor - WDR Construction: Wayne Walton

- Wayne gave a brief overview of the painting and siding project and said the work is expected to be completed with approximately two and a half weeks. He answered questions.

Meeting Minutes: May 23, 2015

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

President's Report: Dianne Stains

- Dianne reported on the Board's activity in revising the rules. She indicated the work is nearly complete.

Association Managers' Report: Debra Vickrey

- Debra gave an update on daily operations.

Homeowner Forum – 11 attendees

- Many owners had comments about the need to increase the pool hours to open the pool early morning and suggested the possibility of a dedicated swim lane.
- Requests were made to provide more and better quality pool furniture.
- There was discussion about considering a play area for children to keep them out of the driveways.
- There were questions about how the clubhouse rentals are managed.
- Sheila Traister resigned from the pool committee. The Board thanked her for her service.

Discussion Items:

- The Board discussed the methods available for gutter cleaning and the associated costs.

- At the suggestion of the clubhouse committee, the Board and owners discussed increasing the rental rates.

Contracts:

- **Motion** to approve the WDR Construction proposal in the amount of \$16,669.47 for concrete slab repairs at unit 2609 & 2610 due to drainage issues was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.
- **Motion** to approve the Supreme Commercial proposal in the amount of \$928.00 for the area between buildings 1700 & 2000 to remove irrigation, grade and add rock was made by Bruce Goldberg, seconded by Shelby Crump and passed unanimously.

Financials/Legal:

- **Motion** to approve the 2015 Audit prepared by Weidner & Associates as presented was made by Bruce Goldberg, seconded by Shelby Crump and passed unanimously.
- **Motion** to approve the Weidner & Associates Representation Letter was made by Shelby Crump, seconded by Evie Pottenger and passed unanimously.
- **Motion** to approve the Weidner & Associates proposal in the amount of \$4,100.00 for the 2016 taxes and audit was made by Shelby Crump, seconded by Evie Pottenger and passed unanimously.
- **Motion** to approve the Interfund Balance Resolution to forgive the debt of the reserve fund in the amount of \$98,215.00 for the year ended December 31, 2015 was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.
- **Motion** to ratify the Board's approval to waive outstanding balance for unit 1003 was made by Bruce Goldberg, seconded by Dianne Stains.
- **Motion** to ratify the Board's approval to send account 3205 to attorney Moeller Graf for collections was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.
- **Motion** to approve the May and June financials prepared by CPMG, subject to audit, was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.

Architectural Requests:

- **Motion** to ratify the Board's approval for the following Architectural Requests was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously;
 - Unit 2103 – Replace garage door
 - Unit 2707 – Add roof top vent
 - Unit 1701 – Patio divider
 - Unit 3501 – Installation of radon system

Correspondences:

- Board requested CPMG to send a letter to unit 3202 in response to parking complaint.

Hearings:

- **Motion** to assess the fines for the following units was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously;
 - 206 – 2nd violation broken storm door
 - 213 – 4th violation patio tree hitting building
 - 307 – 1st violation pet waste
 - 307 – 2nd violation pet waste
 - 603 – 2nd violation damaged window screen
 - 1102 – 2nd violation common area storage
 - 1305 – 3rd violation kitchen chairs on patio

- **Motion** to waive the fines for the following units was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously;
 - 203 – 2nd violation slider screen off
 - 1303 – 3rd violation BBQ in common area
 - 1303 – 2nd violation kitchen chairs on patio
 - 1505 – 2nd violation boards stored on patio
 - 1602 – 1st violation pet tether

Adjournment: 8:15 p.m.

Next Meeting: September 26, 2016 at 6:00 pm in the East Clubhouse.

Minutes approved:



Dianne Stains, President

9-26-16

Date