

Windsong Condominiums Association
Board of Directors Meeting Minutes
Meeting held in the East Clubhouse
July 31, 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, Elizabeth McGuire, Dwain Irvan and Shelby Crump

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

Meeting Minutes: May 22, 2017

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

President's Report: Dianne Stains

- Dianne announced the picnic coming up on August 19th.

Association Managers' Report: Debra Vickrey

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

Homeowner Forum – 8 attendees

- There was discussion about the roof claim.
- Owners shared comments about the state of disrepair of the tennis courts.

Discussion Items:

- The Board discussed alternative uses for the tennis courts, all of which would require a vote of the owners. The Board directed CPMG to discuss with the attorney the requirements for a vote.

Contracts:

- **Motion** to ratify the Board's approval of the Neptune Pool proposal in the amount of \$2,900.00 for a new hot tub heater was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.
- **Motion** to ratify the Board's approval of the WDR Construction proposal in the amount of \$5,704.85 for a window well replacement at unit 902 was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.
- **Motion** to ratify the Board's approval of the WDR Construction proposal in the amount of \$1,684.02 for gutter replacement at unit 3207 was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.

- **Motion** to ratify the Board's approval of the WDR Construction proposal in the amount of \$21,329.24 for concrete repairs was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously.
- **Motion** to approve the Supreme Commercial proposal in the amount of \$1,843.80 for landscape improvements between buildings 600 and 700 was made by Bruce Goldberg, seconded by Shelby Crump and passed unanimously.

Financials/Legal:

- **Motion** to approve the June 2017 financials prepared by CPMG, subject to audit, was made by Dianne Stains, seconded by Shelby Crump and passed unanimously.
- **Motion** to approve the 2016 Audit was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.
- **Motion** to approve the Weidner & Associates audit letter was made by Shelby Crump, seconded by Dwain Irvan and passed unanimously.
- **Motion** to approve the Weidner & Associates 2018 taxes and audit proposal in the amount of \$4,200.00 was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.
- **Motion** to ratify the Board's approval of the payment plan for unit 3101 was made by Dwain Irvan, seconded by Dianne Stains and passed unanimously.

Architectural Requests:

- **Motion** to ratify the Board's approve of the request from unit 2310 to replace front door was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.
- **Motion** to ratify the Board's approve of the request from unit 1208 to replace water spigot on the patio was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.
- **Motion** to ratify the Board's approve of the request from unit 1207 to replace garage door was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.
- **Motion** to ratify the Board's approve of the request from unit 3907 to replace windows and patio door was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.
- **Motion** to ratify the Board's approve of the request from unit 2402 to install a deck was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.
- **Motion** to ratify the Board's approve of the request from unit 2304 to install a deck was made by Bruce Goldberg, seconded by Dianne Stains and passed unanimously.

Correspondences:

- **Motion** to waive the fines for the following units was made by Dianne Stains, seconded by Elizabeth McGuire and passed unanimously;
 - Unit 3008 – pet fine
 - Unit 2403 – oil stain fine

Hearings:

- **Motion** to assess the fines for the following unit was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously;
 - Unit 1405 – 2nd violation for an unapproved radon system

- **Motion** to waive the fines for the following units was made by Dianne Stains, seconded by Bruce Goldberg and passed unanimously;
 - Unit 2001 – 2nd violation trash can on patio
 - Unit 2309 – 3rd violation pet tether
 - Unit 2501 – 2nd violation wood in common area
 - Unit 3001 – 2nd violation patio maintenance

Adjournment: 6:52 p.m.

Next Meeting: September 25, 2017 at 6:00 pm in the East Clubhouse.

Minutes approved:



Dianne Stains, President

9-25-17

Date