

Windsong Community Improvement Association, Inc.

A Texas Non-Profit Corporation

Board Meeting Minutes

January 18, 2024

LOCATION: 18150 Holly Forest Drive / Clubhouse / Zoom:

<https://spectrumam.zoom.us/j/99170410803?pwd=TE9lSm4zRHhqR2NCTXZCY3lyUnhiQT09>

EXECUTIVE SESSION

A quorum of Board members was announced by Jonathan Taylor and the meeting was called to order at 6:05 p.m.

IN ATTENDANCE

Representing the Board Members of the Windsong Community Improvement Association were the following people:

- Rick Gomez
- Justine Squillace
- Bijay Dixit
- Chris Baxter
- Donald Riley

Representing Spectrum Association Management were the following people:

- Jonathan Taylor (Community Manager)

EXECUTIVE MEETING AGENDA ITEMS

- The Board of Directors reviewed the current violation list and discussed the following 19 accounts to go to Legal for Deed Restriction Violations:
 - 72102***** repair the shutters on the home
 - 72102***** replace any damaged/missing picket(s)
 - 72104***** mildew
 - 72104***** remove the miscellaneous items on your lot or store out of view
 - 72104***** park trailer in an enclosed structure or at a location outside the association
 - 72108***** replace any damaged/missing picket(s)
 - 72108***** repair the damaged basketball goal or remove it from view
 - 72108***** repair the damaged vents and trim of the home
 - 72108***** running a business out of your home is prohibited in the community
 - 72109***** remove the miscellaneous items on your lot or store out of view
 - 72109***** repair and paint the damaged siding on the front of the home

- 72112***** repair and paint the soffit above the garage door
 - 72112***** paint the home a matching color
 - 72122***** do not park vehicles on lawn or unpaved surfaces
 - 72124***** remove the miscellaneous items on your lot or store out of view
 - 72131***** replace any damaged/missing picket(s)
 - 72132***** remove the miscellaneous items on your lot or store out of view
 - 72134***** remove the miscellaneous items on your lot or store out of view
 - 72112***** dead trees
- The Board of Directors reviewed the following 2 accounts and discussed having them force maintained:
 - 72108*****CSFR trim tree including low hanging branches over street/sidewalk
 - 72131***** grass/weeds including curb areas of the property
 - The Board discussed the need for vetting all Deed Restriction Violations.
 - The Board requested the status of Edward Jones investments, the year-end reserves and contribution made.
 - Mr. Taylor discussed the changing of trash assessments to be sent quarterly instead of monthly and the financial savings that would provide the community. The need to have a fixed amount of \$25 per month and if there was a loss at the end of the year, the Homeowners Association would pay for that difference. Director Gomez made the motion, Director Bixit seconded, with all in favor the motion carried.
 - The Board discussed the need to address DCC&R concerns with the attorney, specifically section 4.14 regarding trailer/camper.
 - The Board discussed the need to utilize a program called HOast that has a monthly cost, specifically for the need of the trailer petition. Director Gomez made the motion, Director Baxter seconded, with all in favor the motion carried.
 - Mr. Taylor discussed and presented documentation of the instances he made a formal request for a vote via email and the need for responses to approve/oppose/no vote.
 - The Board discussed the need of the Board to abstain from using their cellular phones during Executive & Open Sessions. Director Gomez made the motion, Director Baxter seconded, with all in favor the motion carried.

Due to Time constraints, the Executive Session adjourned at 7:24p.m. in preparation for Open Session at 7:30p.m.

OPEN SESSION

The Open Session was called to order at 7:31p.m.

In Attendance:

- 10 Homeowners in Attendance

Introductions:

The Board and Spectrum Representatives were introduced to the Homeowners in attendance.

APPROVAL OF MINUTES

The November 14,2023 meeting minutes were reviewed. Director Gomez made the motion to approve, Director Riley seconded, with all in favor, the motion carried.

SUMMATION OF EXECUTIVE SESSION & ACTIONS BETWEEN MEETINGS

Mr. Taylor discussed the accounts being reviewed for Deed Restriction Violations and accounts on the Aging Report. Mr. Taylor explained to the homeowners in attendance in person or on Zoom that the association will be going to monthly Open Sessions of which was in place before the pandemic.

STATE OF THE ASSOCIATION

Financial Summary – Mr. Taylor discussed the January 2024 financials including status of accounts and month and year-to-date expenditures.

ASSOCIATION BUSINESS/HOMEWONER FORUM

- Mr. Taylor presented a current trash assessment statement to reflect to the homeowners where they can find the due date on each monthly statement.
- Mr. Taylor discussed the changing of trash assessments to be sent quarterly instead of monthly and the financial savings that would provide the community. The need to have a fixed amount of \$25 per month and if there was a loss at the end of the year, the Homeowners Association would pay for that difference.
- There was a discussion, and several homeowners voiced their concerns about the current status with Best Trash with trash cans and utilizing their trash cans and having everyone purchase those versus the current status. Homeowners stated their desire to have designated Best Trash bins for every home and what that would require. It was explained that there would be an added cost to the homeowner for this.
- Mr. Taylor and homeowners discussed the Best Trash contacts to speak with regarding service follow-ups and issues each homeowner experiences.

- Mr. Taylor discussed the status of the cluster mailboxes and lack of response from USPS. The discussion was had about contacting a local news organization to bring awareness of the situation. Mr. Taylor stated he would be going to the post office of which the payment was made to attempt to settle the matter. Mr. Taylor stated there was an additional vendor that works with the USPS to replace cluster mailboxes for future replacement and what the logistics of that would look like.
- Several homeowners discussed the need to change the governing documents regarding trailers/campers parked in the public streets within the community. Mr. Taylor spoke on utilizing the program HOASt to roll out the petition drafted by the attorney to garner the signatures/votes necessary to amend the documents to include this restriction.
- There was a homeowner that inquired about the tennis court lighting with one of the lights out. Mr. Taylor and Director Gomez discussed that the light being out requires the temporary removal of a portion of the outer perimeter tennis court fencing and having to rent a boom lift. Mr. Taylor and the Board discussed acquiring the necessary bids from vendors for the completion of the project.

ADJOURNMENT

With no further business the general session was adjourned at 8:26p.m.

HOMEWONER CONCERNS

- 1 Homeowner, who is in the Legal process, spoke to the Board regarding additional fees they have incurred. The Board will be looking into the account and working with the attorney.
- 1 Homeowner, spoke to the Board regarding a neighbor situation and wanted to know what if any options they may have.

EXECUTIVE SESSION

The Executive Session was called to order at 8:57p.m.

- The Board of Directors reviewed the current Aging Report and discussed the following 22 accounts to go to Legal for Non-Payment of Assessments:
 - 72102*****
 - 72115*****
 - 72112*****
 - 72120*****
 - 72134*****
 - 72126*****
 - 72103*****
 - 72110*****
 - 72123*****

- 72134*****
- 72132*****
- 72101*****
- 72112*****
- 72117*****
- 72119*****
- 72101*****
- 72130*****
- 72109*****
- 72123*****
- 72124*****
- 72126*****
- 72117*****

- The Board of Directors reviewed 2 Homeowner and Attorney requests:
 - 72124***** Board declined to give a credit for fees paid
 - 72109***** Board approved to move forward on proceeding with Legal Action

The Executive Session adjourned at 9:22p.m.

OPEN SESSION

The Open Session was called to order at 9:24p.m.

- The Board approved the following 19 accounts to go to Legal for Deed Restriction Violations:
 - 72102***** repair the shutters on the home
 - 72102***** replace any damaged/missing picket(s)
 - 72104***** mildew
 - 72104***** remove the miscellaneous items on your lot or store out of view
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 - 72108***** repair the damaged basketball goal or remove it from view
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- 72132***** remove the miscellaneous items on your lot or store out of view
- 72134***** remove the miscellaneous items on your lot or store out of view
- 72112***** dead trees

Director Gomez made the motion, Director Squillace seconded, with all in favor the motion carried.

- The Board of Directors approved the following 2 accounts to be force maintained:
 - 72108***** trim tree including low hanging branches over street/sidewalk
 - 72131***** grass/weeds including curb areas of the property

Director Gomez made the motion, Director Bixit seconded, with all in favor the motion carried.

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- 72101*****
- 72130*****
- 72109*****
- 72123*****
- 72124*****
- 72126*****
- 72117*****

Director Gomez made the motion to approve, Director Squillace seconded, with all in favor the motion carried.

With no further business, the Open Session adjourned at 9:34p.m.

