

Windsong Community Improvement Association, Inc.

A Texas Non-Profit Corporation

Board Meeting Minutes

June 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 6:11 p.m.

IN ATTENDANCE

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

- Rick Gomez
- 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 Escalated Deed Restriction Report and discussed the following 3 accounts to go to legal for escalated deed restriction violations:
 - 72109*****/General Property Maintenance remove all stumps on your lot.
 - 72112*****/General Property Maintenance remove mildew/discoloration on the siding on the residence. Repair/replace the broken/damaged siding on the residence. Repaint the residence.
 - 72132*****/Park the trailer in an enclosed structure or at a location outside the association.
- The Board of Directors reviewed and discussed proceeding with forced maintenance on account 72126****.
- The Board of Directors reviewed and discussed sending the following 27 accounts to legal for unpaid assessments.

- 72123*****
- 72102*****
- 72108*****
- 72108*****
- 72109*****
- 72109*****
- 72107*****
- 72133*****
- 72126*****
- 72113*****
- 72106*****
- 72102*****
- 72106*****
- 72123*****
- 72134*****
- 72115*****
- 72123*****
- 72134*****
- 72106*****
- 72132*****
- 72112*****
- 72101*****
- 72134*****
- 72133*****
- 72130*****
- 72123*****
- 72106*****

- The Board of Directors reviewed and discussed the following legal requests from the attorney:

- 72134***** Proceed with second final demand letter.
- 72107***** Proceed with litigation.
- 72101***** Proceed with lawsuit.
- 72108***** Request to speak with the Board.
- 72102***** Proceed with lawsuit.
- 72126***** Proceed with lawsuit.
- 72102***** Proceed with lawsuit.
- 72112***** Proceed without any fee waivers.
- 72109***** Proceed with lawsuit.
- 72126***** Proceed with lawsuit.
- 72109***** Proceed with lawsuit.
- 72109***** Payment plan/freeze account
- 72112***** Proceed with lawsuit.

- The Board discussed having the Board Members assume the following positions: Director Gomez (President), Director Baxter (Vice President), Director Dixit (Secretary), Director Riley (Treasurer), Director Squillace (Member at Large).

With no other business, the Executive Session adjourned at 7:31pm.

OPEN SESSION

The Open Session was called to order at 7:41p.m.

In Attendance:

- 9 Homeowners in Attendance

Introductions:

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

APPROVAL OF MINUTES

The April 2024 meeting minutes were reviewed. Director Riley made a motion to approve, Director Baxter seconded. With all in favor, the motion carried.

SUMMATION OF EXECUTIVE SESSION & ACTIONS BETWEEN MEETINGS

- The Board of Directors reviewed the current Escalated Deed Restriction Report and approved the following 3 accounts to go to legal for escalated deed restriction violations:
 - 72109*****/General Property Maintenance remove all stumps on your lot.
 - 72112*****/General Property Maintenance remove mildew/discoloration on the siding on the residence. Repair/replace the broken/damaged siding on the residence. Repaint the residence.
 - 72132*****/Park the trailer in an enclosed structure or at a location outside the association.
Director Gomez made the motion to approve, Director Dixit seconded. With all in favor, the motion carried.
- The Board of Directors reviewed and approved proceeding with forced maintenance on account 72126*****.
Director Gomez made the motion to approve, Director Dixit seconded. With all in favor, the motion carried.
- The Board of Directors reviewed and approved sending the following 27 accounts to legal for unpaid assessments.
 - 72123*****
 - 72102*****
 - 72108*****
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- 72106*****
- 72132*****
- 72112*****
- 72101*****
- 72134*****
- 72133*****
- 72130*****
- 72123*****
- 72106*****

Director Gomez made the motion to approve, Director Dixit seconded. With all in favor, the motion carried.

- The Board of Directors reviewed and approved the following legal requests from the attorney:
 - 72134***** Proceed with second final demand letter.
 - 72107***** Proceed with litigation.
 - 72101***** Proceed with lawsuit.
 - 72108***** Request to speak with the Board.
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 - 72109***** Proceed with lawsuit.
 - 72109***** Payment plan/freeze account
 - 72112***** Proceed with lawsuit.

Director Gomez made the motion to approve, Director Dixit seconded. With all in favor, the motion carried.

- Mr. Taylor initiated a dialogue regarding the engagement of contracted vendors for quarterly presentations during the Board’s Executive Sessions. He further emphasized the importance of open communication and urged all members to direct any vendor-related inquiries or concerns to either himself or the Board of Directors.

STATE OF THE ASSOCIATION

Financial Summary – Mr. Taylor provided a comprehensive presentation of the financials for the year 2024 up to the present date. He elucidated specific items within the General Ledger and expounded on the overall balance of the existing accounts. Particular emphasis was placed on the transactions conducted in June, which involved the transfer of funds from the reserve accounts to the Edward Jones account, and subsequently, the transfer of funds from the Edward Jones account to the operating accounts.

ASSOCIATION BUSINESS/HOMEOWNER FORUM

- **President’s Report** – Director Gomez addressed several ongoing matters within the association. He provided updates on the status of various projects, including the installation of fans in the common areas such as the clubhouse and pool areas. He also addressed homeowner concerns regarding trash cans within the association. Director Gomez informed the members that an arborist will soon be commissioned to perform tree trimming in the common areas. He also reported on the progress of the LED sign project, which is nearing completion. He acknowledged the success of the community swim team and commended their recent achievements. He also discussed the impending increase in the annual patrol contract and mentioned that the 2025 annual budget is currently in development. Director Gomez provided an update on the pool slide, discussing its current state of repair and the potential for replacement in the future. Finally, he mentioned the ongoing update to the website voting system, a project spearheaded by Mrs. Trenta.
- Director Gomez addressed the members on the subject of a policy drafted by legal counsel pertaining to the use of social media, proposing its adoption. Director Gomez moved for its approval. This motion was seconded by Director Dixit. With unanimous agreement, the motion was successfully carried.
- Director Gomez initiated a motion to ratify the following Board positions. The proposed appointments were as follows: Director Gomez for the position of President, Director Baxter for the role of Vice President, Director Dixit as Secretary, Director Riley as Treasurer, and Director Squillace as Member at Large. The motion was put forth for adoption and approval. Director Baxter seconded the motion. With all in agreement, the motion carried.

- At this juncture in the meeting, the floor was opened to members for queries and comments on specific items. A member raised a query regarding the condition and repair status of the median situated opposite the new fuel station. A comment was made about the demarcation of streets and sidewalks, and there were several questions and comments pertaining to MUD utilities. A discussion ensued regarding the city's ongoing efforts to inspect infrastructure sewer lines for blockages to enhance drainage. Queries were raised about the removal of dirt from the curb areas and the deployment of the county street sweepers for cleanup. There were questions and comments concerning property tree trimming, specifically in relation to trees obscuring streetlights and overhanging streets. Mr. Taylor mentioned the intention to disseminate an e-blast regarding tree trimming. Members were reminded to continue using the provided contact number for further storm damage cleanup. Mr. Taylor addressed concerns over the condition of cleanup areas within the community. He confirmed that the 30-day moratorium has expired and that violations related to any storm-related deed restriction violations are being issued. Inquiries were made about the pool slide replacement, stair restoration, and associated costs. Further discussion took place regarding the voting process for the trailer policy.

OPEN SESSION ADJOURNMENT

With no further business, Director Gomez motioned to Adjourn, Director Dixit seconded. Meeting adjourned at 8:32pm.