

Windsong Community Improvement Association, INC

Board Meeting Minutes

February 18, 2025

LOCATION: Community Clubhouse located at 18150 Holly Forest.

DETERMINATION OF QUORUM

A quorum of Board members was announced, and the executive session was called to order @ 6:00 PM.

IN ATTENDANCE

- i. **Board of Directors:** Rick Gomez, Christopher Baxter, Donald Riley, Bijay Dixit, and T.J. Torres
- ii. **Managing Agent:** Jessica Brandyberg- Sr. Community Manager, Spectrum Association Management
- iii. **Homeowners:** There were 14 homeowners present for the open session of the meeting

EXECUTIVE SESSION

- The Board of Directors reviewed the current fully escalated Property Notice List and unanimously approved the following accounts to go to Legal for Deed Restriction Enforcement. Accounts: [REDACTED] (general property maintenance), [REDACTED] (general property maintenance), [REDACTED] (clutter), [REDACTED] (clutter), [REDACTED] (clutter), [REDACTED] (clutter), [REDACTED] (damaged fence), [REDACTED] (general property maintenance), [REDACTED] (clutter), [REDACTED] (clutter), [REDACTED] (vehicle prohibited), [REDACTED] (vehicle prohibited), [REDACTED] (damaged fence), [REDACTED] (clutter), [REDACTED] (general property maintenance).

(damaged fence),

- The Board of Directors reviewed the current Aging Report and unanimously approved the following accounts to go to Legal for Non-Payment up to and including foreclosure. Accounts: 721*****, 721*****, 721*****, 721*****, 721*****.
- The board reviewed 2 homeowner requests and unanimously approved the following.
 - 721*****: The violation will be closed and fine waived if the homeowner can supply insurance and registration indicating the vehicle is operable.
 - 721*****: The tree stump can be turned into a hardscape and then will not have to be removed. There is a 30-day extension being granted on the damaged fence repair.
- The board reviewed the site drive bullet point form and made the following changes. Changes included that cans must be stored out of site, basketball goals are allowed as long as they are in the driveway and in good condition.

- The board also reviewed the dates for 2025 events and meetings. Mrs. Brandyberg will create a list of the dates based on what was provided and share this with the community. The list will also be sent to Jennifer who manages the Windsong website.
- The homeowner for the account 721***** came in to meet with the board and request an extension for the open violations at his home for clutter and prohibited vehicles. The board agreed to a 30-day waiver curing the prohibited vehicles as long as the clutter was removed right away. They also requested a payment plan and were instructed this must be requested online.
- The board further discussed donating money to the local elementary school for sunshades at the playground.
- With no further business the executive session was adjourned at 7:45 PM.

Open Session was called to order at 7:55 PM.

APPROVAL OF MINUTES

Meeting Minutes from the January 2025 meeting were presented and unanimously approved with no changes.

ACTIONS TAKEN BETWEEN MEETINGS

The following actions were taken between meetings:

- The lights at all four monument entrances have been repaired/replaced
- The board is implementing a new pool registration and tracking system. This is offered by Aquatic
- The final needed adjustments are being made to the electrical at the Garden manor entrance

FINANCIAL PACKET

Mrs. Brandyberg notified the community that the financial packet for January 2025 was not complete as we were waiting for the balances to be updated based on the most recent bank statement received for the Member's Check accounts. This will be completed and then uploaded to the Spectrum site for homeowner review.

GENERAL BUSINESS

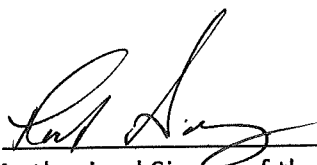
There was no new business at this time.

HOMEOWNER FORUM

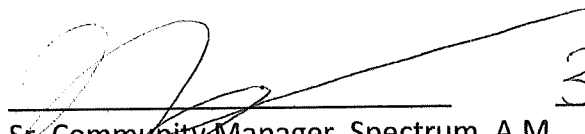
The meeting was opened to the homeowners, questions and comments included: concerns with the trash comp and how not all trash is being picked up. It was also suggested additional landscaping at the entrances.

ADJOURNMENT

With no further discussion the open session was adjourned at 8:30 PM.



Authorized Signer of the
Windsong CIA



Sr. Community Manager, Spectrum, A.M.
Jessica Brandyberg

3.18.25

Date