

Windsong Community Improvement Association, INC

Board Meeting Minutes

April 8, 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 7 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:
 - ***** – Prohibited Vehicle
 - ***** – Clutter
 - ***** – Damaged Fence
 - ***** – Prohibited Vehicle
- 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:
 - *****
 - *****
- The following homeowner requests were reviewed by the board.
 - ***** – Denied
 - ***** - Denied
- The following items were discussed.
 - Quote to replace the chain link fence was approved in the amount of \$2,975.00 (HSR)
 - Christmas Décor Contract Approved in the amount of \$7,085 (3 Year Contract) (HSR)
 - Windsong Pool Sign Lighting quote approved in the amount of \$1,285.00 (HSR)
 - Playground Mulch Refill quote approved in the amount of \$14,300.00 (HSR)
 - Gutter Clean Out and Guard Installation quote approved in the amount of \$1,950.00 (HSR)
 - Pickle Ball Line Addition Quote Approved in the amount of \$895.00 (HSR)
 - Playground Light Modification Quote Approved in the amount of \$1,650.00 (HSR)
 - Tennis Court Light Modification Quote Approved in the amount of \$4,508.00 (HSR)
- With no further business the executive session was adjourned at 7:15 PM.

Open Session was called to order at 7:30 PM.

APPROVAL OF MINUTES

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

ACTIONS TAKEN BETWEEN MEETINGS

The following actions were taken between meetings:

- i. Successful Pool Registration Event
- ii. Easter Event planning for 4/19
- iii. Scheduling Fridge Repair for pool area
- iv. All new monument landscaping complete

FINANCIAL PACKET

Mrs. Brandyberg notified the community that the March financial packet was not generated yet, but it will be posted to the website for review later this month.

GENERAL BUSINESS

The community was notified the ACC committee is looking for an additional member.

HOMEOWNER FORUM

The meeting was opened to the homeowners, questions and comments. There were no questions or comments at this time.

ADJOURNMENT

With no further discussion the open session was adjourned at 7:46 PM.

Authorized Signer of the
Windsong CIA

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