

# Windsong Community Improvement Association, INC

## Board Meeting Minutes

June 17, 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 @ 6:07 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:
  - 72\*\*\*\*\* – 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:
  - 72\*\*\*\*\*
  - 72\*\*\*\*\*
- The following homeowner requests were reviewed by the board.
  - 72\*\*\*\*\*
  - 72\*\*\*\*\*
- The following items were discussed.
  - Requesting a shade structure quote for playground and swing set at the clubhouse
  - Requesting quote for volleyball area
  - Requesting quote for fence repair at Keith Harrow
  - Scheduled date for budget workshop. 7/12
  - Requesting quote for drainage at the clubhouse
  - Requesting gutter quote
- With no further business the executive session was adjourned at 7:28 PM.

Open Session was called to order at 7:40 PM.

### APPROVAL OF MINUTES

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

### ACTIONS TAKEN BETWEEN MEETINGS

The following actions were taken between meetings:

- i. Mrs. Brandyberg is working on the 2026 budget
- ii. Planning 4<sup>th</sup> of July Event and community notices

#### **FINANCIAL PACKET**

Mrs. Brandyberg reviewed the May Financial packet with the community.

#### **GENERAL BUSINESS**

The community was notified the Zoom attendance would be monitored for the next few months and the board will evaluate if the Zoom option would be continued.

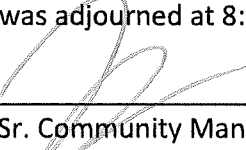
#### **HOMEOWNER FORUM**

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 8:15 PM.

Approved 7/15/25  
Authorized Signer of the  
Windsong CIA

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

7.15.25