

# Windsong Community Improvement Association, INC

## Board Meeting Minutes

August 19, 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

- There was a hearing for account 721\*\*\*\*\*. After meeting with the homeowner and reviewing the account, the board approved to waive \$213.26. This approved waiver will be applied to the homeowner's account.
- The board reviewed the following account and unanimously approved to further escalate account 721\*\*\*\*\* to legal for deed restrictions. (Damaged Fence, Clutter, Mildew, and a 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:
  - 721\*\*\*\*\*
  - 721\*\*\*\*\*
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  - 721\*\*\*\*\*
- The following items were discussed.
  - The board discussed the upcoming Flock camera renewal as well as the previous camera system quote from Pace Security. Mrs. Brandyberg will ask Pace for an updated quote for the board to review at the next meeting.
  - The board reviewed the clubhouse rental rules and guidelines and proposed the following changes.
    - On rule #2 there needs to be a spot for the renter to initial confirming they understand the requirement.
    - On rule #8 add a note bounce houses are allowed.
- With no further business the executive session was adjourned at 7:33 PM.

Open Session was called to order at 7:37 PM.

### APPROVAL OF MINUTES

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

### **ACTIONS TAKEN BETWEEN MEETINGS**

The following actions were taken between meetings:

- i. Drainage and gutter work at the clubhouse was scheduled.
- ii. Eblast for Ezee Fiber and contact information
- iii. Fence repaired from Ezee Fiber Damage and reimbursement request from Ezee Fiber started.
- iv. Irrigation Repairs

### **FINANCIAL PACKET**

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

### **GENERAL BUSINESS**

The following items were discussed by the board and included the following actions:

- The community was reminded of the shade structure poll for the playground at the clubhouse.
- The board also reminded the community of the annual meeting in May and the positions that are up for election.
- The community was updated the quote was approved for the fence at Keith Harrow for the repairs and tree removal that is causing damage. This will help with the aesthetics of the community that has been brought to the board's attention by numerous homeowners in the community. Estimate 1362 in the amount of \$16,450.00. This will be to repair/replace 913 feet of fencing. Tree Estimate for \$14,500.00.

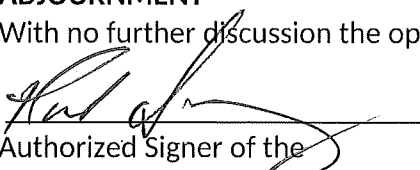
### **HOMEOWNER FORUM**

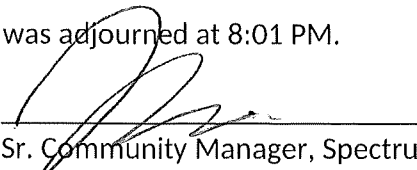
The meeting was opened to the homeowners, questions and comments. The following items were brought up by residents.

- A homeowner asked about additional community events.
- A homeowner said they would like to see more residents at the meetings.

### **ADJOURNMENT**

With no further discussion the open session was adjourned at 8:01 PM.

  
Authorized Signer of the  
Windsong CIA

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

9.16.25  
Date