

Windsong Community Improvement Association, Inc.

A Texas Non-Profit Corporation

Annual Board Meeting Meeting Minutes

May 20, 2025

The membership of Windsong Community Improvement Association, Inc., met in an Annual Meeting on May 20, 2025, located at the community clubhouse at 18150 Holly Forest Dr., Houston, TX 77084 in accordance with the law.

- I. **General Session Call to Order**-The meeting was called to order at 7:30pm by Mrs. Brandyberg and it was confirmed the required quorum was met and the meeting and all business could be conducted.
 - a. In attendance
 - i. Board of Directors- Rick Gomez, Bijay Dixit, TJ Torres, Chris Baxter, and Donald Riley.

Managing Agent – Jessica Brandyberg, Hannah Maskevich, and Jasmine Bertrand with Spectrum Association Management.

- II. **Proof of Notice** – Mrs. Brandyberg formally presented documentation as evidence that notices of the meeting were duly mailed to each lot, in accordance with legal requirements.
- III. **Introductions of Board Members and Spectrum Association Management** – Mrs. Brandyberg recognized and introduced each Board Member as well as herself representing Spectrum Association Management.
- IV. **Previous Annual Meeting Minutes**-The Board of Directors and the membership were presented with a copy of the Annual meeting minutes for the 2024 Annual meeting. The minutes were unanimously approved and adopted as an official record of the Association.
- V. **Financial Review & Year End Review**- Mrs. Brandyberg provided an overview of 2024 and the current financial status for 2025. Ruben Valdez from Edward Jones also spoke about the association's financial standing and growth.

- VI. Accomplishments and Completed Projects** – Mrs. Brandyberg gave an overview of the completed projects for 2025 and the status of any open projects. At this time the goals for the remainder of 2025 and 2026 were discussed with the community.
- VII. Homeowner Forum** – The floor was opened for the membership to submit questions or make comments before the Board. General topics discussed included discussion on options for deed restriction violations for vehicles parked on the streets, overall violations for maintenance items, and patrol questions.
- VIII. Board Election & Results** – Spectrum advised the membership that there is 1 seat up for election this year. There were six candidates that were submitted during the solicitation process as well as write ins following the notice being sent to the community. Three homeowners from the floor volunteered to count the votes while being supervised by a rep from Spectrum. The vote resulted in Donald Riley being reelected to the board.
- IX. Adjournment of General Session**- With no further business, the 2024 Annual Meeting of the Membership was adjourned at 8:17 pm.
- X.** The open session was called to order at 8:30 pm with the sole purpose of reassigning titles for the remainder of 2025 and 2026. The following positions were agreed upon by the board. Rick Gomez (President), Chris Baxter (Vice President), Bijay Dixit (Secretary), TJ Torres (Treasurer), and Donald Riley (Member at Large). With no other business discussed the meeting was adjourned at 8:50 pm.

President, Windsong CIA

Approved on 5/19/2026

Secretary, Windsong CIA

Jessica Brandyberg

Spectrum, Managing Agent

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5/19/2026

Date