

Windsong Community Association, Inc.

Board Meeting Minutes

Pursuant to Article VI, Section 1 of the Bylaws of the Windsong Community Association, Inc. a meeting of the Directors was duly called and held on July 21, 2026, at the Windsong Clubhouse located at 18150 Holly Forest Dr., Houston, TX 77084.

IN ATTENDANCE

Representing the Members of Windsong Community Association were the following Board Members:

- Christopher Baxter
- Donald Riley
- George Manning
- Bijay Dixit

Rick Gomez notified the board in advance he would not be in attendance.

Representing Spectrum Association Management, LP was:

- Jessica Brandyberg (Community Manager – CM)

Homeowners:

There were 6 homeowners present in person.

DETERMINATION OF QUORUM:

A quorum of Board Members was announced, and the general session meeting was called to order at 6:10 p.m. by CM.

EXECUTIVE SESSION:

The Board reviewed items in the executive session related to Deed restrictions, aging report review, legal request, review homeowner requests, and homeowner hearing requests.

Homeowner Hearing: A homeowner stopped into further discuss the tree violation received. The board unanimously agreed the front of the tree needed to be trimmed to ensure it met canopy and aesthetic requirements.

Violation Report: The board reviewed the violation report, but no further action was taken at this time.

Aging Report: The following accounts were unanimously approved for escalation to the attorney.

- 721*****
- 721*****
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- 721*****

Additional Business: The board discussed the budget and items for the upcoming National Night Out in October. The board expects the budget to be around \$500 which will include pizza, cookies, drinks, and cupcakes. The board also scheduled the budget workshop for 8/24 at the clubhouse. CM also discussed the 8/18 board meeting. She provided the board with the option of rescheduling or a different CM to fill in as she will be out of town for meetings during that week. The board has

decided to keep the scheduled meeting, and CM will arrange for coverage at the meeting.

CLOSE OF EXECUTIVE SESSION

With no other business to discuss, the Board closed the Executive Session at 7:23 p.m. and called the Open Session to order at 7:30 p.m.

MEETING MINUTE APPROVAL

Meeting minutes for June 2026 meeting were unanimously approved.

RATIFICATION OF ACTIONS TAKEN OUTSIDE OF A MEETING

The monument repair has been approved.

Financial Report

Mrs. Brandyberg reviewed the financial packet from June 2026 with the board and community. There were no questions at this time.

BUSINESS

- No new business

HOMEOWNER FORUM

Homeowners' presents were given the opportunity to present discussion items with the Board. There were no questions or comments from the homeowners.

ADJOURNMENT

With no other business to discuss, the Board adjourned the meeting at 7:44 p.m.

Windsong Association, Inc.

Spectrum Association Management

Date

Date