

Windsong Community Improvement Association, Inc.

A Texas Non-Profit Corporation

Board Meeting Minutes

October 24, 2023

LOCATION: 18150 Holly Forest Drive / Clubhouse / Zoom:

<https://spectrumam.zoom.us/j/98877021148?pwd=Z04yVVR6SFILSGVlQS95VnJZQmhhUT09>

EXECUTIVE SESSION

A quorum of Board members was announced by Jonathan Taylor and the meeting was called to order at 6:16 p.m.

IN ATTENDANCE

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

- Rick Gomez
- Bijay Dixit
- Chris Baxter

Representing Spectrum Association Management were the following people:

- Jonathan Taylor (Community Manager)

EXECUTIVE MEETING AGENDA ITEMS

- The Board of Directors reviewed the current Violation List and approved the following account to go to Legal for Deed Restriction Violation:
 - 72102***** Please remove the miscellaneous items on your lot or store out of view.Director Gomez made the motion to approve, Director Dixit seconded. With all in favor the motion carries.
- The Board of Directors also reviewed and approved the following account for force maintenance:
 - 72102***** Tree trim including low hanging branches over street/sidewalk.Director Gomez made the motion, Director Baxter seconded, with all in favor the motion carries.
- The Board of Directors approved 2 homeowner requests for extensions, 1 homeowner approval for credit on account or waiver. 1 homeowner was granted a fee waiver on account. Director Gomez made the motion, Director Baxter seconded, with all in favor the motion carries.
- The Board agreed to place 1 homeowner account on hold while Mr. Taylor can investigate the account.

The Executive Meeting adjourned at 7:23p.m.

OPEN SESSION

The Open Session was called to order at 7:29 p.m.

In Attendance:

- 6 Homeowners in Attendance

Introductions:

The Board and Spectrum Representative were introduced to the Homeowners in attendance.

APPROVAL OF MEETING MINUTES

The Meeting Minutes for September 2023 were reviewed. Director Gomez made the motion to approve. Director Dixit seconded, with all in favor the motion carries.

SUMMATION OF ACTIONS TAKEN BETWEEN BOARD MEETINGS

- Mr. Taylor discussed the status of the trailer petition from the attorney for homeowner signatures.
- Mr. Taylor discussed the status of repairs at the monument near the fuel station being built.
- Mr. Taylor discussed the status of the LED sign project.
- Mr. Taylor discussed the approval of 1 account to proceed to the association’s attorney for a deed restriction violation and 1 account approved for forced maintenance.

FINANCIAL SUMMARY

- The Board reviewed the October 2023 financial statements. Mr. Taylor presented the status of accounts and highlighted that the community is operating \$90,112 under budget year-to-date.

ASSOCIATION BUSINESS

- Mr. Taylor presented the updated fining policy which will take effect on January 1, 2024, per new state legislature for Board review. Director Gomez made the motion to approve. Director Baxter seconded, with all in favor the motion carries.
- Mr. Donald Riley was introduced as the newest appointed person to the Board of Directors.
- Mr. Taylor informed the homeowners in attendance that the November meeting will be in person.

HOMEOWNER FORUM

- A homeowner had a question regarding the certified mailing procedure with violations and having a return receipt included. It was explained the additional cost associated would have to be Board approved.
- A homeowner had a question regarding the reason for a balance for trash assessment being listed as 90 days past due. Mr. Taylor explained he has addressed this with the accounts team and will provide an answer once updated.
- A homeowner had a request to a MUD contact regarding the variances in the billing.
- A homeowner expressed a concern regarding an area within the community that had irrigation being used not in accordance with the previous water restrictions.
- A homeowner had asked about the responsibility of the busted curbs within the community.
- With no further business, the Open Session adjourned at 8:17 pm.

Authorized Signer of the
Windsong Community Improvement
Association, Inc.

Community Manager, Spectrum, A.M.
Jonathan Taylor

Date