

WESTWIND TOWNHOMES ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
WEDNESDAY, AUGUST 19, 2020
MINUTES

The Board of Directors meeting for Westwind Townhomes Association, Inc. was called to order via the "Go To Meeting" application. Those present were John Nelson, Frank Ringo, Betty Oliver-Holmes, Jordan Lauver, and Ashley Robinett. Sharon Crutcher was present representing the managing agent.

HOMEOWNER FORUM

An owner was present to address the Board regarding three concerns. Concern was expressed about the postal carrier failing to lock up the mailboxes after delivery, as well as recent vandalism to the boxes. The Board advised that proposals have been requested for complete replacement of the boxes. Concerns about the carrier not locking the boxes should be brought to the attention of the post office.

The owner suggested that the Board consider fake cameras, but it was explained that they present too much liability exposure on the Association. The owner also suggested that the Board consider installing a property map sign at the north side of the property like they have at the Westwind Tempos. The Board agreed to discuss it.

MINUTES/REPORTS

Motion was made, seconded and carried to approve the minutes of the July 22, 2020 Board of Directors meeting and Executive Session as amended.

The Financial Report ending July 31, 2020 was reviewed and accepted as presented.

The Work Order Report was reviewed and accepted as presented.

ACC/LANDSCAPE COMMITTEE

Jordan advised that he will be meeting with Texas Lawn Works within the next couple of weeks to review planned

landscape improvements at the north side of the property. It was noted that the property wide tree trimming was completed by Yellowstone.

UNFINISHED BUSINESS

Management informed the Board that Vicente will be installing wires in conduit this fall when the weather cools down a bit.

The Board reviewed and accepted the engineer's report regarding flat roof replacements.

Management agreed to follow up again with Houston Lock & Mailboxes on the box replacement proposal.

The Board agreed to postpone additional flat roof replacements until after the cedar buildings are repaired.

Management was requested to communicate with D & C Contracting to find out the difference in cost for completing two cedar buildings at a time versus doing them all at once. Once this information is obtained, an email vote of the Board will be conducted. A suggestion was made to begin with buildings 30 and 31 if approved to do in phases.

There being no further business, the meeting was adjourned to Executive Session at 8:00 p.m.

The Board of Directors

September 23, 2020

Approved

Date