

# WINDSOR OAKS

## ARCHITECTURAL & MANAGEMENT COMMITTEE

Minutes of May 10, 2021

Meeting called to order at 01:30 p.m. by Chairman.

Members present: Mike Ferry, Jerry Schlaff, Tomas Ramirez – by email

Minutes: There being no additions/corrections, the Minutes from the April 12, 2021 were approved unanimously.

### Old Business:

- Tomas advised by email that he was waiting for a list from the Vendor, of owners that have not complied with the Dryer Vent cleaning. Awaiting update.
- All Termite Inspections have been completed with the exception of 3 owners. A date has been set for these owners to meet with the Board to determine why they will not comply, before fines are accessed.
- Members completed review of the contract from the chosen vendor for replacement of gutters. Legal review has been completed. The committee has forwarded the contract to the Board for approval.
- All drainage repairs have been completed.
- Still awaiting for vendor to complete building chase covers for the corrugated drainage piping installed by the wall at 8335 WRD.
- Review of Maintenance Account expenditures for the month of March 2021 \$3,187.00 which consists of February Pond Maintenance of \$575.00, and the invoice for repair of the wall at 8335 WRD \$2612.00. All expenditures were within budgeted amounts for 2021.

### New Business:

- The Chairperson for the AMC Committee completed his 2021 walk around the community looking for maintenance issue, such as, loose shutters and downspouts, fascia and other issues, that will be discussed at upcoming meetings.
- Committee approved Exterior Modifications requests as follows:
  - 11925 LBC – replaced quarter round windows.
  - 11929 LBC – replaced quarter round windows.
  - 8685 WRD - make adjustment to brick support for sun room window approved by Board President
- Next meeting scheduled for June 14, 2021 @ 1:30 pm.

Respectfully Submitted,

J. R. SCHLAFF, SECRETARY

Approved By,

MIKE FERRY, CHAIRMAN