

Windsor Oaks Board of Directors Meeting July 13, 2021

In attendance: Charles Patterson, Mike Ferry, Tom Anderson, Jerry Schlaff, and Julie Thomley. There was some discussion if visitors to each Board Meeting should be listed in the minutes. The Board voted with 4 yeas and 1 nay that all visitors to each Board Meeting should be listed in the Board Minutes. Tolly Pruitt and Mary Wintzer came to this Board Meeting to make presentations.

Old Business:

The meeting was called to order at 1:50 PM by Charles Patterson, the Chairman. Tom Anderson moved that the minutes from our June 15, 2021, meeting be approved. Jerry Schlaff seconded the motion, and the minutes were unanimously approved. They will be posted on the website for perusal by the community.

1. Tolly Pruitt came to the meeting to make a presentation on the Bryant Farms Rd. Project. He began by giving us his professional background to inform us he has extensive experience from which to speak about the building of the road. He was an engineer with Celanese for many years, a project manager for many projects all over the world, and he has had a consulting firm. He had done a great deal of research on the road, bringing maps, pictures, and graphs to his presentation. He said that every owner at Windsor Oaks owns 156th of the property. However, he told us that the building of the road could not be stopped. Our property was originally built with the idea that the road would be built. He recommended that we appoint one individual who would function as our liaison between Windsor Oaks and the City property managers, as well as hiring an attorney, to manage the interests of our community.
2. Tolly had also done research into many city documents and Charlotte's tree ordinances to see if there was any documentation stating that our wetlands are governed by any authority. He was unable to find any. He, then, wrote an email to the US Army Corps of Engineers, asking if trees that were growing from the wetlands could be trimmed. The Regulatory Project Manager from the Corps of Engineers said that trees growing from wetlands CAN be hand-trimmed (i.e., handsaw or chainsaw) without prior authorization from the Corps. If, however, the HOA wished to remove trees from the wetlands, an authorization from the Corps would be required. It was decided that Schneider Tree needed to be contacted about this new information to see if different procedures governing our trees could be instituted.

Treasurer's Financial Report:

Accounts Receivable:	\$ 5,659.10
FCB Operating Account:	\$ 95,892.78
FCB Money Market:	\$ 278,006.97
Prepaid Expenses:	\$ 2,765.00
E-J Cash Account:	\$ 100,268.19
E-J CD 5847 – 9-10-21	\$ 100,000.00
Due From Operating:	\$ 3,028.00
E-J CD 5847 – 9-30-21	\$ <u>100,000.00</u>
Total Assets:	\$ 685,620.04
Total Liabilities:	\$ <u>43,742.33</u>
Net Worth	\$ 641,877.71

New Business:

Review/update from Committees:

Architectural Management Committee:

1. Recently, 20 water valves in 5 buildings have been replaced. For more efficiency, the Committee has decided to install Master shut-off valves along with future valve replacements. They are installing 1-2 boxes/yr at the cost of about \$1500/building. The expenses are paid from any surplus the Committee might have at the end of the year.
2. The brick wall on Elm Rd, which was hit by a car last month, has been repaired. Due to a brick shortage, the bricks used on the project are smooth on the front side and rough on the back side.
3. Due to having difficulty acquiring materials for the job, the gutter project has been delayed a week. Currently, the gutter company will start repairs on Monday, July 19, 2021. Buildings 1 through 10 and the Clubhouse will have their gutters replaced. The vendor will determine the order the units are done on Monday morning. The clubhouse will have gutters, fascia and frieze boards replaced on the pool side of the building and gutters and fascia replaced on the rest of the building.

Landscape Committee:

1. Recently, US Lawns completed a Property Inspection of Windsor Oaks, doing an assessment of the maintenance of the property. The condition of the property only attained a 75% approval rating. The Board did not think this was an

acceptable rating. Further, the Board asked if they also could rate the performance of US Lawns over the last 3-6 months. The documents will be acquired, so the Board can make their own assessment of the condition of our landscape. It is, then, hoped that the landscape maintenance will be improved.

2. The estimate for the installation of new battery-operated timers was approved at the cost of \$2374. Mike Ferry has already bought the batteries for the job. The timers are on US Lawns' schedule to be installed this week.
3. It was decided by the Committee to enlarge the bed of flowers at both entrances. In both winter and summer, twice as many plants will be planted in all 3 flower beds. Since the beds are the first thing to be seen whenever anyone comes onto our property, the Committee wished to make more of a statement with the flowers. They want owners to feel proud of their community and for visitors to be impressed with the investment of energy and attention to detail that is put into our property.
4. With the Committee adding more members, the Board feels the Committee should take on the main responsibility of any landscape assessment. The Chair, Julie Thomley, thinks the assessment of ownership compliance to the new Rules and Regulations should take place in the Fall, after all summer plantings have died back. There was discussion about the level of restriction that should be applied to the grounds. A vote of 4 yeas to 1 nay affirmed that the rules need to be consistently followed with no selective decisions.

There was some discussion of the inconsistencies of the trash collectors. With further information, it appears that a homeowner was tardy in getting her bin out on time.

Pool and Clubhouse Committee:

Mary Wintzer, Chair of the P/C Committee, came to the Board Mtg to present several issues concerning the Clubhouse:

1. The A/C that failed Saturday night, the 10th, has been fixed. The capacitor on the new A/C had to be replaced.
2. Eastway Lock and Key will soon be replacing all the locks, hinges, and dead bolts on 8 doors of the Clubhouse. The company quoted \$1853.16 for the entire job. Tom moved to accept the proposal; Julie seconded it. It was unanimously approved.
3. Painting of the Clubhouse. It was determined that the painting company, Eric Custom Painting, does have insurance. A new vendor packet will be sent to the painter. Cedar Management will not pay any company who has not completed

the packet, thus, being listed on their list of approved companies. The company will, first, repair the ceiling and walls. Then, he will paint the main meeting room's walls, ceiling, mantle, and trim. These will be done on July 16-17th. The exterior doors and trim will be completed on Saturday, July 31st. Jerry moved to accept the painting contract; Tom seconded. The contract to paint the main room of the Clubhouse and exterior doors with trim was unanimously accepted.

4. It was proposed that a new company, Charlotte Commercial Cleaning, owner Derrick Longo, be approved to clean our Clubhouse 2X/mo, every 1st and 3rd Wednesdays. The cost would be \$250/mo or \$3000/yr. Julie moved that we approve the contract, Jerry seconded, and the contract was unanimously approved.

Tuesday, August 10, 2021, at 2 PM was chosen for our next meeting. Mike moved to close our meeting, Jerry seconded, and it was voted unanimously to close our meeting.

Charles Patterson, Chair

Julie Thomley, Secretary