

First order of business...

We would like to extend our thanks to all of the Windbrooke homeowners for their patience and understanding during the past few weeks as we have transitioned Board responsibilities and completed the necessary due diligence to confidently select a new management company for our community. We look forward to representing our community and homeowners.

Successfully submitted 52 proxies...attorneys involved...

On November 13, 2009, 52 proxies (57 percent of the owners) were submitted to replace three of the existing 2009 Board members (it is the position of those who supported the replacement proxies that all bylaw procedures were properly followed per the guidance of our legal counsel). On November 30, 2009, the two remaining Board members, Lynette Pittman and Katie McKenna, received notification from the property management company, Grand Chester Meadows, that the three Board members referenced on the proxies had resigned and that Grand Chester Meadows was withdrawing as our property manager as of the end of 2009. On December 1, 2009, Lynette Pittman was informed by



Winds of Change

Katie McKenna that she would be resigning her Board position as well.

Per the instruction of Windbrooke's HOA attorney, Brain Eldin (with Jordan Price), and the attorney for Grand Chester Meadows, Tina Pace (with Hatch, Little and Bunn), Ms. Pittman requested written resignations from the former 2009 Board members. After 7 days, no written resignations were received and the HOA attorney advised Ms. Pittman to move forward with appointing replacement board members in a timely manner to establish a quorum and begin the process of hiring a new management company. On December 8, 2009, Lynette Pittman appointed the following persons to the board:

Daniel Specter to replace the term of Lynn Cronk

Pamela Ahrens to replace the term of Katie McKenna

Then at a meeting of Mr. Specter, Ms. Ahrens, and Ms. Pittman held on December 8, 2009, these Board members formed a quorum and appointed Katie Zechmeister to replace the term of James Patrick, and John Davis to replace the term of Randall Colvin. The aforementioned agreed to take the positions.

The new board has begun to review the financial records and to determine the next steps

to take in order to ensure the financial solvency of our Homeowners Association. The new board will be communicating with all the owners as frequently as possible to make sure that you all understand the status of all issues regarding our community.

HRW selected to manage the Windbrooke Community

After weeks of due diligence and interviews with top candidates, we are excited to announce that HRW will be the property management company for the Windbrooke Community beginning January 1st, 2010. HRW, Inc., AAMC, has provided community association management and developer services to Raleigh and the surrounding areas since 1982. For more information about HRW, please visit www.hrw.net. Homeowners will be receiving information packages from our new property manager in the next few weeks (outlining where to send HOA dues, work order submittals, as well as other pertinent information).

Annual Board Meeting Planned for January 2010

The Board is planning to hold the Windbrooke Annual Meeting in January of 2010. We are working on confirming a date and time that works for both, Windbrooke and HRW. We have requested copies of the former board members' written resignations and will be reviewing the documents recently obtained from Grand Chester Meadows to confirm that we have copies of all resignations for our HOA files. If we have not received copies of the formal resignations by the January 2010 meeting, our first order of business (per the bylaws) will be to formally remove the former Board with the 52 proxies obtained in November.

In addition, there will be an election of three new board members for the 3 seats expiring at the end of 2009. A meeting notice, as well as a voting proxy will be sent to each home owner by HRW in the next few weeks. Please complete the nomination form which will be included with the forthcoming annual meeting notice if you would like to volunteer or if you would like to nominate a neighbor for the Board.

Where do I send my January Home Owners Dues?

Our new management company, HRW, will be sending information to each home owner on where to send your January HOA dues. Please do not send your January 2010 dues to the Grand Chester Meadows post office box. During this transition, we will not be considering any payments late.

Work Orders

Currently, the new Board is not able to access the work request tool and monitor emergency work requests or any other work request. Grand Chester Meadows has deactivated the new Boards' access to their system and does not intend to provide access for the remaining weeks of their service. We have been proactive and have set up an email address: windbrookeworkorders@gmail.com. Someone from the Board will

be monitoring this account several times a day to ensure that your Emergency work orders are timely processed. Once you receive the information package from our new property management company, HRW, you will be given information on how to submit work orders and this temporary email account will no longer be needed. Thank you for your patience during this transition process.

Financial Status

As we take on our new positions on the Windbrooke HOA, our current focus is on performing a full financial review to determine the financial feasibility of all ongoing and upcoming projects. Led by John Davis, CPA and his extensive financial expertise, we will work on forming both a short-term and long-term forecast of our expenditures

Support Your Community

Ms. Pamela Ahrens has represented our community at a public meeting regarding the proposed development at Evans and Cary Parkway. Ms. Ahrens voiced concern that the home owners in Windbrooke were never notified of drastic changes that were being considered for the entrance of our community. The Town of Cary has considered making the exit from our community a right-turn only building a concrete island/barrier to prevent left turns out of Windbrooke (the same barrier constructed on High House Road near Cary Parkway at Lowe's Foods). Currently, this barrier is being reconsidered, but we need residents of our community to act by voicing their concerns to the Planning and Zoning Board.

According to the Town of Cary website, the Planning and Zoning Board Meeting to discuss the Silverton/Singh Mixed Use plan (09-MU-02) originally scheduled for December 21, 2009 has been tabled until January 25, 2010. Comments concerning possible changes to our community may be entered at the link below:

(
http://townofcary.org/Departments/Planning_Department/Public_Hearing_Cases/MXD_Rezonings_formerly_Mixed_Use_Sketch_Plans_/2009_Mixed_Use_Sketch_Plans.htm).
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What will “change” look like?

- Open and honest communication between the Board and owners.
- A full review of our financial statements by John Davis, new Board Member and experienced CPA.
- Regularly scheduled social gatherings and opportunities to meet your community.

Bios

John M. Davis is a CPA that has lived in this community for more than 12 years. He consults in the Construction, Aggregates, Telecommunications and Waste Management industries. He served as corporate controller in three organizations where his duties included the development of internal audit programs and responsibility for the preparation, accuracy, and analysis of consolidated financial statements.

Katie Zechmeister has a strong background in finance and accounting. She is currently employed at RH Donnelley as an accountant. She has past experience on Boards, serving as Vice-President for the Capital Area Chapter of Parents without Partners and Treasurer at Northwoods Elementary School. Katie has lived in the Silverton area for over 10 years.

Daniel Specter is the Media Services Manager at Durham Technical Community College and formerly a Project Manager at NC State. A new resident, Dan brings a new and fresh perspective to the Board.

Pamela Ahrens has lived in Windbrooke for 5 years and has Bachelor's degrees in Business Management, Computer Information Systems, and Psychology. She also has a Master's degree in industrial/Organizational Psychology. Her background includes 14 years experience as a veterinary assistant and purchasing agent for a 2 doctor, \$1,000,000 a year veterinary practice and 30 years of computer programming experience. She is currently the director of a national data center for a longitudinal psychology research project at Duke University, transferring here from Vanderbilt University.

Lynette Pittman has lived in Windbrooke since 1996 and holds a BA degree in education as well as a BS degree in interior design. She has been a member of the board of directors since June 2009 and her knowledge of the community will be welcomed moving forward. Her background is in project management and design.