



Winds of Change

Annual Election Results

The annual meeting was held on December 9th, 2010, which included the election for the two open positions. John Davis and Beth St. Clair were elected to the Board.

At the following Board meeting, officers were elected for 2011 and are as follows:

President – John Davis
Vice President – Katie McKenna
Treasurer – Beth St. Clair
Secretary – Mary D’Apollo
Bob Traudt will serve as the Member at Large

The Board would like to thank Katie Zechmeister for her service as 2010 Board President.

Owner Involvement in the Community

One of the new Board’s highest priorities is to involve the community owners in the management of the community’s affairs. We are setting up committees in the following format:

Committees to consist of owners only

- Open equally to all owners
- Will elect by simple majority an owner to serve as chairman and as their representative to report to the Board directly on their recommendations.
- All committee decisions will be based on simple majority.
- Board members will serve in an advisory capacity when requested by the committee.
- The Board will make a decision and report back to the committee, with explanation if the decision is different from the committee recommendation.

The following committees will be created in early January with the initial duties listed:

Finance

- Assist with the completion and maintenance of the reserve study
- Assist with the completion and monitoring of the annual budget
- Assist in the bidding process for any major contracts

Architectural

- Review and provide by-law supported recommendations for all submitted architectural requests
- Proactively review by-laws and make recommendations for updates/improvements
- Meet with owner in the event of disputes with Board decisions
- Prepare by-law reminder articles for the communication newsletter

Grounds

- Review current landscaping operations and resolve any owner complaints
- Provide garbage area information and monitor owner actions
- Provide initial efforts for landscaping contract rebidding when needed
- Prepare grounds and garbage articles for the communication newsletter
- Develop a plan for common area enhancement
- Rebid and schedule gutter cleaning each year in late fall

Work Orders

- Work with property management company to ensure that:
 - By-laws have been properly researched concerning payment responsibility
 - At least three bids have been received for each work order over \$300
- Review bids and contractor viability
- Provide Board with recommendation on bid selection
- Monitor property management performance on work order processing for accuracy and timeliness
- Monitor work performed by outside contractors
- Meet with owner in the event of disputes with Board decisions

Communication and Social Events

- Talk with owners to identify areas needing communication from the Board
- Work with Board members to provide communication writeups for the monthly newsletter
- Prepare and distribute the monthly newsletter
- Maintain the owner e-mail address list
- Maintain the Windbrooke and Silverton web-sites
- Schedule community social events to encourage owner involvement

Nominating

- Identifies candidates for open Board positions at the Annual Election

The Board encourages all owners to be involved in as many committees as they would like, especially in areas of interest or concern. Please contact John Davis at 523-2066 or johndavisconsulting@yahoo.com to volunteer for any committee.

Communication with Owners

The Winds of Change will resume a monthly publication schedule. It will be sent electronically to all owners who supply their e-mail address, and is always available on our website: <http://www.windbrookehoa.org/newsletter.htm>. In addition, the Board will have Open Forums with the owners on at least a quarterly basis, where owners can ask the Board any question that is not of a confidential matter.

Reserve Study and Capital Spending

The Board is currently working on updating the reserve study with the following:

- Obtaining an independent appraisal of the condition of the current siding
- Reviewing multiple siding solutions (dependent on the results of the appraisal)
- Obtaining an independent appraisal of the condition of the asphalt on our roads and getting

- a reliable estimate of the cost of the required actions to maintain them
- Obtaining estimates for the replacement of the gutters and downspouts
- Extending the reserve study through 2012 to include the major upcoming repairs/replacements (roof replacements; siding repairs/replacement; gutter/downspout replacement; asphalt mill/overlay; retaining wall replacement)
- Developing several different financing options for the funding necessary to create reserves sufficient to fund all the upcoming capital expenditures

Once the reserve study is completed, the Board will notify the owners of a special meeting to discuss the results and plan for our upcoming capital expenditures. The reserve study will be explained in detail, including all funding options, and the Board will solicit owner input concerning the capital expenditure timing and the funding option selection.

Storm Door Policy

The board approved a new front door storm door policy for initial installation as well as replacement. The policy itself is pending, however, the door has been approved. Of importance to note is that the current front door storm doors are grandfathered into current acceptable standards. Any replacement or new installation shall conform to the new approved policy. The front door storm door standard is now the following:

Door Manufacturer: Pella

Door Style: Pella Select 6000 full view storm door

Door Color: Putty

Hardware: choice of "Bright Brass" or "Antique Brass"

This door is available at Lowe's Home Improvement. If you plan to purchase it there, the Lowe's Identification is below:

"Pella Clear Glass - Z51220"

Pella Color - "Putty 147640"

Parking of Recreational Vehicles

We have had two instances of recreational vehicles being parked in the community in the last few months. Our rules and regulations state that recreational vehicles, boats, trailers and similar vehicles are not to be parked or stored on the Windbrooke property. Said vehicles will be towed at the owners' expense five (5) days after notification by the Association if not moved.

