

**WIND MEADOWS CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
Monday, October 20th, 2025 – 6:30 P.M.**

I. Call Meeting to Order, President

President Marci Boucher called the meeting to order at 6:30pm

II. Roll Call, Secretary

The following directors were in attendance, in person or via Zoom: Don Allen, Cary Anastasio, Marci Boucher, Dan Crispin, Carmen Gaspero, Selena Muro, Mike Palazzola, Bob Randleman, Claudia Simonson and. Carrie Amos from Washington Properties, Inc., project manager for Wind Meadows was also present via Zoom. Cory Washkevich was excused.

III. Review and motion for the September 2025 Board Meeting Minutes

Bob Randleman made a motion to accept the August Board Meeting minutes after discussing amendments. Dan Crispin seconded the motion, which passed without dissent.

IV. Review and motion for the September 2025 Financial Statements

A. Mike Palazzola presented the August 2025 financials. Discussion points:

- Grounds maintenance general (trees, landscaping, Mulch, drain repairs...) as outside grounds work finishes up, this cost decreases. We're still \$8,910 over, but with no early winter storms, we should be even in a month.
- Building maintenance cost is \$17k over budget, mostly within condo PSA's. That works out to about \$460 per unit. But the numbers vary by PSA, contact WPI for more details.
- Parking lot resealing and painting was a \$4500 expense.

Bob Randleman made a motion to accept the September 2025 Financials. Meg Richardson seconded the motion, which carried without dissent.

Regarding the 2026 Budget:

- We need to increase reserves to align with the reserve study.
- Bob Randleman made the motion to approve the budget as drafted, Don Allen seconded the motion which carried without dissent.
- T.J. and the Executive Committee would like to create a reserve committee of 3-5 non board members to review the reserve study with T.J. Carrie will ask for volunteers in the next newsletter. Dan Crispin made a motion to create the committee. Bob Randleman seconded the motion, which carried without dissent.
- Concern was expressed over the cost of snow removal and suggestions were made to move to an hourly/on-call snow removal plan. Carrie states that Brightview will not accept this type of contract. Claudia Simonson made a motion to accept the Brightview contract. Selena Muro seconded the motion, which carried without dissent.
- Mike Palazzola made a motion to accept the WPI management agreement. Dan Crispin seconded the motion, which carried without dissent.

V. ARC Proposals

The following ARC Proposals were discussed - all were recommended for approval by the ARC.

- A. 1 Shorewood Ct PSA IV
- B. 16 Sandalwood Ct PSA IV
- C. 16 Lakewood Dr PSA III
- D. 84 Woodfield Ct PSA I
- E. 48 Parkwood Ct PSA II
- F. 4389 Lake Meadow Dr PSA VII
- G. 3 Sprucewood Ct PSA VII (preapproved)
- H. 4 Shorewood Ct PSA IV (preapproved)
- I. 146 W Parkfield Ct PSA VIII (preapproved)

Bob Randleman made a motion to approve all proposals. Meg Richardson seconded the motion, which carried without dissent.

VI. Committee Reports

- A. Leisure Center Committee (LCC) Updates, Selena Muro
 - 1. First Happy Hour was a success, the next happy hour is next month.
 - 2. Committee asks for permission for WPI to get a quote on a key card/key fob system for the tennis courts/LC/Pool. Marci will ask facility/maintenance for a general price point.
 - 3. Dan Crispin made a motion to appoint Philip Hood to the LCC. Carmen Gaspero seconded the motion, which carried without dissent.
- B. ADA Committee
 - 1. Carmen Gaspero motioned to appoint Mike Holding to the ADA Committee. Selena Muro seconded the motion, which carried without dissent.
 - 2. The committee met on 10/7 and discussed the remodeling of the pool bathrooms and asked the board for a preliminary budget. Answer: \$15k to start.
- C. Insurance Committee
 - 1. Independent Contractor Agreement
 - The insurance consultant recommended we have an agreement with an independent contractor that they will add WMC to their insurance policies.
 - 2 versions were drafted, one long from an attorney, another shorter version created using chat GPT.
 - Concern that 3 contractors will not sign was brought up.
 - It was questioned if this needs to be added to the rules and regulations. Answer: no, this is just policy and Carrie will update it.
 - New agreement will begin 1/1/26

Bob Randleman motioned to approve and use the shorter version, Claudia Simonson seconded the motion, which passed without dissent.

VII. Motion to open the floor to the members.

Selena Muro motioned to open the floor, and was seconded by Meg Richardson. No members spoke during the open session.

VIII. Motion to close the floor to the members

Carmen Gaspero made a motion to close the floor. Meg Richardson seconded the motion.

IX. Old Business

- A. Follow up on residents' comments from the previous meeting - no follow up needed.
- B. ARC noncompliance fines
Carrie sent an email reminder with process for approval and ARC request form, as well as the penalty for not following the procedure. The penalties and fines are in the bylaws after giving notice to the resident and opportunity to correct. Fines are \$250 for the first year, \$400 for the next 12 months.
- C. GRRs pergolas and awnings
Language has been finalized. Marci Boucher motioned to approve as amended. Carmen Gaspero seconded the motion, which passed without dissent.
- D. GRRs carports
Marci Boucher motioned to remove language on carports. Carmon seconded the motion, which passed without dissent.
- E. Tennis court surface repair update, Carrie
Carrie has spoken to several contractors who have stated that there should not be lifting and cracks like that this soon, trying to get other contractors to come and view onsite. Carrie will reach out to Skip Sealcoating again.
- F. Other Old Business

X. New Business - no new business was discussed.

XI. Correspondence to Review - no additional correspondence was reviewed.

XII. Motion to Adjourn

Meeting motioned to adjourn by Bob Randleman at 8:00p.m. Motion was seconded by Carmen Gaspero.

Cory Washkevich
Secretary