

**WINDSONG RANCH COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**

Thursday, November 18, 2020

9:00 a.m.

1001 Windsong Pkwy S. Prosper, Texas 75078

**Call to Order/Establishment of Quorum**

President, David Blom, called the meeting to order at 9:00 a.m. Vice President Craig Martin and Secretary/Treasurer Tina Sauseda were also in attendance. Bob Harvey attended, representing CCMC. Directors Blom and Sauseda appeared via video conference.

**Approval of Minutes**

*A motion was made by Craig Martin to approve the minutes from the November 14, 2020 meeting with one noted correction, seconded by Tina Sauseda and all were in favor.*

**New Business**

**Ratify Approval of Reserve Expenses**

*Management advised the Board of expenses from reserve funds since the previous meeting of the Board, noted below. Craig Martin made a motion to ratify approval. Tina Sauseda offered a second and all were in favor.*

\$23,815.00	<i>Advanced Bin Cleaning – Re-Stain IPE</i>
\$8,360.00	<i>Axis Contracting – Concrete Pad Replacement (The Commons)</i>
\$28,383.15	<i>All Texas Decks – Repair Floating Dock</i>
\$21,735.00	<i>Koper Enterprises – Refurbish 90 Lounge Chairs (The Commons)</i>
\$26,031.60	<i>Master Systems Courts - Resurface Tennis Courts</i>
\$3,810.62	<i>WSR Grounds – Irrigation Controller/Pedestal</i>

**Ratify Insurance Renewal** – *Management noted that the insurance policies, expiring on 11/8/20 were renewed for a new policy term expiring 11/8/21 at a cost of \$235,060.42 with the approval of President David Blom; summary was provided for review, noting additional general liability coverage for the Lagoon, and a significant increase in premiums for The Villas/Townhomes property coverage as well as an increase in deductible to mitigate premiums. David Blom made a motion to ratify approval. Craig Martin offered a second and all were in favor.*

**Developer Promissory Note**

*A brief discussion was held regarding the matter of the Developer subsidy payments, and implementing an instrument to formalize repayment. Final draft of the Promissory Note was reviewed and David Blom made a motion to ratify approval. Craig Martin offered a second and all were in favor.*

**Prosper Education Foundation Contribution** – *A brief discussion took place regarding the collection of Community Enhancement fees and upcoming contribution to the Foundation. David Blom made a motion to disburse funds in the amount of \$250,000 to P.E.F.. Tina Sauseda offered a second and all were in favor.*

**2021 Operating Budget**

*Management presented the Board a draft budget for review and approval, with assessments for Windsong Ranch remaining at \$402 per quarter, and a proposed increase in the maintenance assessment for The Villas/Townhomes to \$205 per month due to a significant increase in insurance premiums, while increasing the reserve funding to 100% of the recommended funding levels for Windsong Ranch and The Villas/Townhomes. David Blom made a motion to ratify approval. Craig Martin offered a second and all were in favor, subject to notice and Open Meeting to present and approve the final draft.*

**Reserve Study Draft Approval**

*Management presented the reserve study drafts for Windsong Ranch and The Villas, prepared by Association Reserves. A brief discussion occurred and it was noted the site visit date indicated 2020, in conflict with the "update only" nature of the report. Management was directed to seek clarification or revision of the draft.*

**Assessment Collections/COVID-19**

*A discussion was held regarding the Governor's Emergency Order in place, and the expected affect on the economy and community residents. A determination was made to suspend late and interest fee assessments, and to offer payment plans as needed to those who are in financial hardships.*

**Adjournment**

There being no further business to come before the Board, David Blom motioned to adjourn the meeting. Craig Martin seconded the motion and the meeting adjourned at 10:05 a.m.



Tina Sauseda, Secretary

Approved 2/12/21