

WINDSONG RANCH COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
 Wednesday, November 17, 2021
 3:00 p.m.
 1001 Windsong Pkwy S. Prosper, Texas 75078

Call to Order/Establishment of Quorum

President, David Blom, called the meeting to order at 3:01 p.m. with Vice President Craig Martin, Secretary/Treasurer Tina Sauseda in attendance. Bob Harvey and Brett Wiklund attended, representing CCMC.

Approval of Minutes

A motion was made by David Blom to approve the minutes of the August 30, 2021 meeting with noted correction to the draft. Tina Sauseda offered a second and all were in favor.

Closed/Executive Session

The Board of Directors met in closed session to review confidential legal matters. No expenditures were discussed or approved during closed session.

Old Business

Audit Draft Approval – FY 2019

Correspondence received from the CPA indicating their agreement with the requested changes to the auditor’s notes was reviewed and filed.

New Business

Ratify Expense Authorization

Expenses authorized outside of a meeting, listed below, and submitted for approval as noted. A motion was made by Tina Sauseda to ratify approval, seconded by David Blom and all were in favor.

Expense	Contractor	Expense Amount	Expense Account
Install river rock along alley behind Copper Canyon/Firewheel homes	Woodlake Outdoor	\$5,199	Additional Landscape (Villas) - 61915
Holiday lighting displays throughout the community	Premier Christmas	\$33,410.28	Holiday Lighting - 59401
Purchase/installation of a 5’ riser for the 24’ Christmas tree.	Premier Christmas	\$18,497.7	Holiday Lighting - 59401
Building 22, front yard renovations	Woodlake Outdoor	\$4,867.55	Additional Landscape (Villas) - 61915
4070 Pequin, front yard renovation	Woodlake Outdoor	\$4,867.55	Additional Landscape (Villas) - 61915
Civic Rec, website/app hosting	CivicPlus	\$13,882.52	Dues/Subscriptions - 564
Installation and maintenance of two beehives, two presentations and production of 200 jars of honey	Alve’ole	\$8,750	Community Enhancement
Insurance package for Windsong Ranch and The Villas	Scarborough	\$248,491.56	Insurance – 851, 855, 863

Developer Promissory Note

Management presented an updated accounting of funds received by the Developer in order to amend the outstanding balance of the Note. A motion was made by David Blom that the Promissory Note in effect between Windsong Ranch Community Association, Inc and VP Windsong Operations LLC is hereby amended to reflect amounts owed through August 30, 2021 as \$3,174,040.79. Management was directed to amend the original Promissory Note Agreement for execution. Tina Sauseda offered a second and all were in favor.

Landscape Maintenance Agreement – The Villas

The agreement to update the scope of services for The Villas and Townhomes (Phase 2C) was presented. A motion was made by Craig Martin that the Landscape Maintenance Agreement between Woodlake Outdoor and Windsong Ranch Community Association, is approved as presented. David Blom offered a second and all were in favor.

Prosper Education Foundation Contribution

The updated Community Enhancement Fee report, detailing receipts and contributions to Prosper Education Foundation was reviewed and filed.

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 3:30 p.m.



Tina Sauseda, Secretary

Approved 5/4/22