



Windstone Community Association II, Inc.
Board of Directors Meeting
January 27, 2026 @ 6:45 PM
Sugar Grove Fire Station

1. **Call to Order:** The meeting was called to order at 6:45 p.m. by Vivian Porretto President
2. **Board Present:** Vivian Porretto President, Susan McKenna Treasurer, Chris Ott Director, Michele Howley-Vento Director, Mark Short Director, Nikki Knous Director, Janet Meeks Secretary

Owners Present: Tim Dyer, Sue Dyer, Jeff Jordan, Nancy Talbot, Philip Talbot, Russ Newcomb, Troy Meeks, Paul Sherwood, Keith Dodson, Allison Short
3. **Approval of January 27, 2026 Agenda**
On a motion by Susan McKenna, second by Chris Ott, the Board unanimously approved the January 27, 2026, agenda.
4. **Approval of Board Meeting Minutes of December 16, 2025:**
On a motion by Susan McKenna, second by Chris Ott, the Board unanimously approved the December 16, 2025, meeting minutes.

Old Business:

1. **Message from the President-Amended Budget**
Vivian Porretto explained that the budget discussed at the December 16, 2025 meeting has been amended. Assessment is reduced to \$388. The \$55,000 reduction is from money saved from self-management in 2024 and 2025. Tim Dyer asked if budget should reflect that the extra money came from the Operating Account and not the Reserve Account. Vivian said she would make that adjustment in the budget.
2. **Approval of 2026 Budget**
On a motion by Michele Howley-Vento, second by Susan McKenna, the Board unanimously approved the 2026 Budget

3. Homeowners Forum-Budget

- Homeowner questioned if the assessment will go up next year since we will be using funds for a management company. Vivian explained that the assessment will go up some next year.
- Homeowner asked if we are taking \$55,000 this year from unused money in 2024 & 2025 where will the money come from next year? There is a \$77,000 balance in the operating fund based on the collection of assessments.
- Homeowner questioned the board's responsiveness to emails. Sent an email with a request regarding the budget and no one acknowledged that his email was received.
- Homeowner questioned the amount in the Reserve fund. The Reserve fund is used to pay for Capital Expenditures. Discussion about tennis court resurfacing and updated lock system. Cameras will not be installed due to concerns from homeowners. Money may be used to install picnic tables around the lake. Discussion about the need for picnic tables. Reserve funds are used to pay for expenses indicated in the Reserve Study. The Reserve Study is located on the website.
- Homeowner asked if dredging will be done this year. Not this year. One dock is currently being repaired. No other repairs or replacements this year.

New Business:

1. Approve Management Contract with PMI

Three management companies interviewed. PMI will cost \$2197 a month. Twelve visits a year. Ability to pay assessments online. Will start March 1st.

On a motion by Chris Ott, second by Susan McKenna the Board unanimously approved the management contract with PMI.

2. HOA Board of Directors officer appointments

- Discussion
 - Question about roles. Who responds to Board and homeowner concerns
 - Vivian Porretto said that she tried to set up officers after election but only two board members responded. There were issues with email and some board members were not receiving manager emails.
 - Homeowner questioned if this process should be moved to Executive Session. Nikki Knous explained that the vote took place during Executive Session at the December meeting. However, Rules and Regulations indicate the vote for Board officers must be held in front of the membership
- On a motion by Susan McKenna, second by Mark Short – Janet Meeks was nominated for a vote as Secretary. Six votes to affirm
- On a motion by Michele Howley-Vento, second by Nikki Knous-Nikki Knous was nominated for vote as Treasurer. Four votes to affirm
- On a motion by Nikki Knous, second by Mark Short- Susan McKenna was nominated for vote as President. Four votes to affirm
- On a motion by Janet Meeks, second by Susan McKenna- Vivian Porretto was nominated for Vice President. After discussion, four votes to affirm.

3. Design Review and Modifications Committee (DMRC) appointments

- Janet Meeks and Mark Short do not want to be on the committee.
- Michele Howley-Vento, Susan McKenna, Chris Ott, Vivian Porretto, and Nikki Knous volunteer to be on the committee. The Board would like to include two homeowners on the committee.
- Homeowner asked about the time commitment. Susan McKenna and Chris Ott explained that it is a seasonal commitment and is minimal.
- Michelle will create form for homeowners to volunteer for the DMRC and post it on the website.
- On a motion by Janet Meeks, second by Mark Short Michele Howley-Vento, Susan McKenna, Chris Ott, Vivian Porretto, and Nikki Knous are appointed to the DMRC.

4. Covenants Committee Appointments

- Discussion- Mark Short is the only volunteer on the committee. Janet Meeks offers to help on the committee.
- The Covenants Committee will be responsible for updating the Rules and Regulations within the next year.

5. Approval of March Meeting Date Change

- On a motion by Susan McKenna seconded by Chris Ott, the March meeting date was changed from March 3rd to March 10th.

6. Homeowner's Forum

- Homeowner asked if the Board will be reinstating the Lake committee. Susan McKenna and Vivian Porretto indicated that having a full board could allow us to reinstate the Lake Committee.
- Homeowner indicated he has heard talk about the Covenants being changed to allow fences. Chris Ott explained the process for changing Covenants. Covenant changes require a yes vote from 75% of homeowners. A vote to amend the fence rule is scheduled to be taken this spring. The new management company will coordinate electronic voting. Homeowner questioned the money that would be spent on the vote. Worried it will divide the community.

7. Adjournment

On a motion by Chris Ott and a second by Mark Short, the meeting was adjourned at 8:15 pm

Respectfully submitted,
Janet Meeks
Secretary