

WINDSTONE COMMUNITY ASSOCIATION II, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, December 7<sup>th</sup>, 2021 at 6:00 P.M. Via Zoom

**Establish a Quorum**

| Board of Directors   |                |         |
|----------------------|----------------|---------|
| Vivian Porretto (VP) | President      | Present |
| VACANT               | Vice President | Present |
| Susan McKenna (SM)   | Treasure       | Vacant  |
| Jeff File (JF)       | Secretary      | Present |
| Chris Vassallo (CV)  | Director       | Present |
| NWP Representation   |                |         |
| Chris Groppi (CG)    | PM             | Present |

**Call to Order:**

- The meeting was called to order at 6:08 P.M.

**Approval of Agenda:**

- A motion was made to approve the agenda by VP, motion seconded JF, motion approved.

**Open Forum:**

- The open forum was held from 6:10 P.M.
- Owners were given the opportunity to address the board via Zoom app or via telephone. Instructions on how to participate were given by CG.

**Approval of Minutes:**

- A motion was made to approve the 6/8/21 meeting minutes by VP, motion seconded, CV, motion approved.

**Financial Report:**

- It was determined that the October Financials were not ready at this time.
- Current Financials not approved at this time.

**Old Business: 6:16 PM**

- Tennis Court repairs were discussed and are awaiting proposals.
- Garbage pickup at tennis court was discussed. VP to call city about arranging garbage pickup.
- Dock / Pier repair/replacement was discussed. Determined to keep looking for a solution.

**New Business: 6:39 PM**

- NWP Management Agreement – Tabled for discussion.
- A motion was made to approve December Consent form by VP, motion seconded JF, motion approved.

- A motion was made to approve the 2022 Lawn Maintenance contract by VP, motion seconded, SM, motion approved.
- Irrigation Extension contracts: Motion tabled to wait for written proposals.
- A motion was made to approve the Kramer Tree proposals by VP, motion seconded, SM, motion approved.
- Special Accommodation Request- Tabled for Executive Session.
- A motion to approve the 2022 budget by SM, motion seconded, VP, motion approved.

Open Forum:

- The open forum was held from 7:01 P.M.
- Owners were given the opportunity to address the board via Zoom app or via telephone. Instructions on how to participate were given by CG.

Recess to Executive Session:

- A motion to recess to executive session at 7:31 P.M. to discuss DMRC requests, accounts receivable, and compliance issues were made by VP, motion seconded, SM, motion approved.

Reconvene meeting:

- The meeting was reconvened at 8:39 P.M.

Adjournment:

- A motion was made to adjourn the meeting at 8:40 P.M. by VP, motion seconded, JF, motion approved.

Respectfully Submitted by,

Jeff File