

**WESTWINDS HOA Meeting**  
**Wednesday, June 20, 2007 • Golf Pavilion**

**Introductions**

- BOD Directors in attendance: Jim Urchasko, Matt Bernota, Karen Urchasko
- BOD Officer in attendance: Sonja Rossig (Treasurer)
- BOD Directors absent: Tom Poss, Brian Lippy, Arthur Rosenberg, Stan Swoyer
- BOD Officer absent: Peg McGreevy (Secretary)

**Meeting Adjourned**

Meeting convened at 7:00 pm.

**Certification of Proxies:**

- No proxies were offered.

**Approval of May 2007 Minutes**

- Minutes were not approved for lack of a quorum.

**Monthly Reports/Status Updates**

Action Items	Comments/Resolution
1. Treasurer	Sonja reported: --Income received was \$22,071. --28 Homeowners still owe 2007 dues; another reminder will be sent in September with accumulated 18% per month penalty added to bill. --One outstanding delinquency exists from 2006 assessment; small claims court filing resulted in a judgment favoring WWHO.  Sonja announced she and Bud will be relocating to Middletown, MD in early 2008 and therefore will be vacating her positions as Treasurer of the HOA and Secretary to the ECC. Bud's position on the ECC will also become vacant.
2. Village Chair	Anyone interested in volunteering for this position may contact a member of the Board.
3. Landscaping Committee	Residents complained that: --Street trees on Club House Road have not yet been mulched; --SanAndrew storm water management pond still has not been completely cleaned up; --dead evergreen tree at second entrance needs removed; --flowers at entrances not being watered; --curbside edging has not been done; and --weed control of asphalt to concrete curb needs to be done. Jim said he would follow-up with LLA regarding the above.
4. ECC Committee	Karen reported that 5 residential applications were received and approved, and one portable basketball hoop registration form was received and approved in the month of June.

Action Items	Comments/Resolution
5. Parcel Transfers to LLA	Stan absent; no update provided.
6. Developer Status	Brian absent; no update provided.

### Old Business

Action Items	Comments/Resolution
1. LLA/WW Administrative Items	Jim and Karen attended a meeting at LLA with Clay, Doug, and the LLA attorney (Shelia) to discuss enforcement of WW Covenants. Outcome: Clay to seek LLA Board approval for the payment of attorney fees to draw up a legal document titled "responsibility of assignments", which would allow LLA to enforce WW Covenants. Jim said he would follow-up with LLA on the status.
2. Insurance Policy	Jim signed the two documents to initiate the new insurance policies as follows: \$1574 Directors and Officers Policy + \$373 Fidelity and Crime Policy for a total annual premium of \$1947.
3. Developer Punch List	Jim has been in touch with Frederick County representatives in an attempt to obtain information regarding the punch list. If information is not forthcoming, the HOA may resort to requesting information via the FOIA provision.
4. Capital Improvement Project Ideas	Signage at Second Entrance: Matt presented a new estimate, which includes the lettering, from Pool, Stone & Garden. If awarded to this company, they will not be able to start the project until November. Matt is waiting for two other estimates to come in. Matt will also get estimates for the lettering since the estimate from JR Trawick Landscaping did not include this. He will also contact each of the companies he has received estimates from to re-confirm the price and conditions of the proposed contracts.

### New Business

Action Items	Comments/Resolutions
1. Setting Annual Assessment	Sonja said that according to the Bylaws, the Board is to fix the amount of the annual assessment against each lot at least 30 days in advance of each annual assessment period. Therefore, the assessment needs to be set in November.
2. Golf Course Letter	Jim mentioned the letter sent to WW homeowners dated May 16, 2007, from the WW Golf Club General Manager, who was reminding residents that the WW Golf Club is private property and as such is not to be used by residents for walking, riding bikes, and similar unauthorized activities. This is a safety issue as well. The letter also stated that acts of vandalism on golf course property have recently occurred.

3. WestWinds Survey	Jim presented a draft of a community survey regarding several issues and concerns, which will be sent to WW residents.
4. Resident Forum	

Residents should be mindful that walking on golf paths or playing on the greens is not permitted. This property is owned by the golf course. So in addition to trespassing on golf course property, walking on the golf paths or greens is not safe, particularly when golfers are playing. Additionally, residents are reminded that all pets must be on a leash when outside their yard. Please be courteous to your neighbors and respect Frederick County's leash law.

Meeting adjourned at 8:30 pm

Reminder: July's WW HOA meeting is scheduled for Wednesday, July 18, in the golf pavilion. We hope to see you there! Feel free to contact any Board member with questions or concerns. Your input is appreciated and welcome.

To receive a copy of the HOA minutes via email, please contact Peg McGreevy (301.865.4987 or [mmmcmcgreevy@leggmason.com](mailto:mmmcmcgreevy@leggmason.com))