

Windrush Bay Condominium Association, Inc

Minutes of Workshop Meeting

December 12th, 2017

A Board of Directors' Workshop of the Windrush Bay Condominium Association Inc., was held on Tuesday, December 12th, 2017. The president, vice president, treasurer(by phone), secretary(by phone) and director were present. The meeting was called to order at 8 a.m.

Others present: Louis DeSantis, Ameritech Association Manager

Items discussed were:

1. Applications - need rental application for villa 17, letter sent; condo 604 still for sale, villa 4 trying to rent, condo 653 needs complete application, condo 424 closed.
2. Building Maintenance - waiting for estimate from Homeworks for stucco work - "L"& "B" building. In addition, new stairs needed for building "N". Violations of several owners concerning storage under the stairs; prevents maintenance from checking on the stability/repair of the stairs; roof warranties needed for "O" & "D" buildings; water shut off needed for whole community in early Jan. to replace a water shut off handle on the outside of a villa. Possible other replacement valve work to be done at the same time. Bids needed for the villa painting Letters to go out to the villa owners in preparation for the painting work to be done in October 2018. Sheds need to be repaired, shrubs & plants need to be cut back away from the buildings.
3. Pool - lattice to hide pool pumps & lift station
4. Grounds -
 - Seawall - moving ahead
 - Sprinklers - new map created showing the extra valves
 - Landscaping - free mulch coming to use away from the buildings ; owners should check with the committee before they plant shrubs or flowers.
5. Work Orders - owners should call Ameritech or place a work order electronically.
remove Patricks name with the clubhouse telephone number from the phone book.

Finance - looking for the bills on the tree trimming line item; assessment checks are done once a week at Ameritech, owners may see a delay when their checks clear.

Other - Workshop meeting on December 26th, 2017 waived
Animal control - large animals seen on property during the day; traps were set, 3 possums were caught. \$199.00 to reset traps. Will wait to see if needed.

The meeting was adjourned at 8:53 a.m.

Judy Sutherland
WBCA Secretary
December 12th, 2017