

# Westchester Shores Homeowners Association

## Board of Directors Meeting Wednesday, August 20th, 2025

### I. Call to Order/Establish Quorum

- Sharon Kemble called the meeting to order at 5:33 PM.
- Board members present were Sharon Kemble, Brian Kidd, Ross Silva, and Raquel Colom. Homeowners present were Jaime Colom, Miroslaw Szewczyk, Olgert Gajtanxhi, Luis Florez, Rebecca Pehlke, Kathy Stewart, and Ann Tunciper. Arnie Holder and Keith Phillips represented Ameri-Tech.

### II. Proof of Notice

- Posted onsite and email sent.

### III. Approval of Minutes from the July 16th meeting

- A motion to approve was made by Brian Kidd and seconded by Ross Silva. Approved.

### IV. Treasurer's Report

- Ross raised concerns about inaccuracies in the financial statements.
- **Issues noted:** Special assessments are being miscategorized as maintenance fees.
- Negative reserves showing (illegal/unacceptable).
- Expenses were improperly charged to the monthly P&L instead of reserves such as termite tenting, balcony repairs, and roofing project management.
- The pool furniture expense was incorrectly coded and paid without board approval.
- Maintenance fees for July are showing negative balances, which should not occur.
- Agreement to review detailed group reports to reconcile mis-coded expenses. Keith will work with Ross about clarifications on the reports. Ross is to meet with the Ameri-tech accountant.
- Future bills outside of the budget (special projects) will require board approval/sign-off.

## V. Manager's Report

- Collections: 90+ days delinquent- 1 account with attorney, 4 30-day delinquencies (mostly special assessments). Reminder letters to be sent.

## VI. Old Business

- **Tree trimming:** Multiple bids received, but the scope is inconsistent. A decision needs to be made to conduct a property walk-through with vendors and board members to define the scope. Brian, Ross, and Arnie will walk through and share findings and obtain updated comparable bids.
- **Painting:** Bids vary widely; discussion about whether to paint only the replaced fascia or a broader area. Ross and Arnie will inspect before finalizing the scope and obtaining updated comparable bids.
- **Irrigation:** Jaime Colom (2452 #6) reported front yard broken sprinkler heads; landscaping contractor to provide a quote.
- **MRTA:** The required 30-year document for preservation due in 2022 was not completed. HOA must now undergo a **revitalization process**, requiring the majority of homeowners' approval. This presents an opportunity to update/amend bylaws (e.g., garage coverage). Attorney to guide process; expected cost ~\$2,500-\$3,000 + amendment costs.
- **Pool furniture** was billed incorrectly. The board will seek credit from the Westchester Lakes Condos association. Concern raised that shared use agreement may drive up HOA costs for 2026.

## VII. New Business

- **Roofing/Stucco Issues:** Olgert Gajtanxhi raised concerns about leaks, cracks, and mold in his unit 2652 #3. Brian and Arnie will take a look at it. Homeowner at 2656 #2 sent an email requesting resealing of front windows and slider on the 3rd floor based on the mold company review.
- **Balcony Issue:** Ann Tunciper 2644 #6 reported unusable balcony doors due to faulty installation of Trex (under warranty). Arnie will take a look at it, and Keith will follow up with the contractor.

## VIII. Adjourned meeting at 6:50 pm.

## IX. Next Steps / Follow-Ups

- Ross to meet with the accountant to clean up financials and reclassify expenses.
- Board members/manager walk-throughs for tree trimming and painting, and updated quotes obtained.

- Property manager to follow up on roof, gutter, mold, balcony complaints, and broken sprinkler heads (2652 #6 front yard).
- Attorney engagement for revitalization and potential amendments.
- Update on pool furniture credit payment.
- Next meeting Wednesday, September 17, 2025