

Westchester Shores Homeowners Association
Board of Directors Meeting Minutes
Wednesday, April 15, 2026

I. Call to Order/Establish Quorum

- Sharon Kemble called the meeting to order at 5:31 PM.
- Board members present were Sharon Kemble, Ross Silva, Brian Kidd, Anil Singh, and Raquel Colom. The homeowner present was Jaime Colom. Arnie Holder represented Ameri-Tech.

II. Proof of Notice

- Posted onsite and email sent.

III. Approval of Minutes from the March 18 meeting

- A motion to approve was made by Ross Silva and seconded by Raquel Colom. Approved.

IV. Treasurer's Report (Ross Silva)

- A \$1,500 charge under the contracted lawn service was discussed, with the work status unclear. The charge was related to irrigation.
- Discussion regarding moving approximately \$4,500–\$5,000 from building maintenance to balcony reserves due to miscoding of expense. Confirmation is needed to ensure this adjustment is properly recorded. Arnie to follow up with Darell.
- The Board discussed monthly pool-related expenses and noted the lack of a detailed breakdown. A request was made for more transparency and itemization from Westchester Lakes Condos. Arnie will follow up with Dana at Ameri-Tech.
- Commercial insurance MJ Polk Entprs expense under prepaid assets was reviewed and acknowledged as a standard annual cost. Arnie will find out more information about this as it relates to Brian's question about Worker's Comp Coverage.
- A question was raised about reserves- operating shortfall under Operating funds. Arnie will follow up with Darrell.
- It was discussed that we need a breakdown of legal fees and how they are handled by accounting and coding. Arnie will follow up with Darell.
- Ross was unable to complete CINC training due to traveling.

V. Manager's Report

- 1 unit with 30+ days delinquent.
- 1 unit with 90+ days delinquent.
- Ongoing legal/collection processes.
- **Balcony Repairs:** Rescheduled for the week of April 20. Additional unit concerns will be inspected during that time. Arnie will notify homeowners.

VI. Old Business

- **Balcony Repairs:** Approved but awaiting scheduling.
- **Gutters & Drainage:** Arnie will contact Ted to inspect them.
- **Squeegee Squad:** The soft-wash of the buildings will be scheduled after the approved balconies are completed. Railings are included, but homeowners must remove all items on balconies. Arnie will send an eblast to let homeowners know 2 weeks in advance of the scheduled date, and homeowners need to remove items.

VII. New Business

- Homeowner 2648/2 requested 3rd-floor balcony repairs. Paul will inspect it again and inform us if it is a high priority.

VIII. Further Discussions

- Task force to review bylaws, rules, and regulations for amendment recommendations to move forward. All board members are asked to review the bylaws and make suggestions at the May meeting.
- VP/Director will continue with the same positions until November.
- Irrigation vendor deficiencies: To review their contract.

VIII. Next Steps / Follow-Ups

- The May 20 meeting will be held at the community pool.
- CINC training still needs to be completed.
- Arnie to follow up on items under the treasurer's report. In addition, he will notify homeowners of the balcony repair date and will send an eblast to update homeowners on the date of the soft-wash of buildings after balcony repairs are complete.

- Ross to follow up with Darrell before the May 20 meeting on any questions about financials.