

Westchester Shores Homeowners Association
Board of Directors Meeting Minutes
Wednesday, June 17, 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, and Raquel Colom. The homeowner present was Jaime Colom. Arnie Holder and Tracy Rauck represented Ameri-Tech.

II. Proof of Notice

- Posted onsite.

III. Approval of Minutes from the May 20 meeting

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

IV. Treasurer's Report (Ross Silva)

- Ross questioned a ~\$6,000 irrigation-related expense.
- There is concern regarding a \$1500 charge that may belong under lawn care, and ~\$4,500–\$4,700 “reversal” charge that appears as an expense but lacks an explanation
- The Treasurer requested clarification and supporting documentation
- The treasurer expressed frustration that: Invoices often lack supporting approvals. It is difficult to tell:
 - who authorized work,
 - what work was approved,
 - and whether invoices match approvals
- Questions raised about recurring management company charges for:
 - printing,
 - administrative costs,
 - chargebacks,
 - Archiving
- Management could not clearly explain whether charges are included in contract terms
- Follow-up requested
- Discussed annual termite renewal costs. Confusion over whether expenses were categorized correctly:
 - termite treatment
 - pest control

- annual renewal contracts
- The budget appears to include these costs, but accounting categories may be incorrect

V. Manager's Report

- One account remains with the attorney.
- Complaint about a pine tree branch over the parking area. The board discussed getting a quote for trimming, but was mindful of the limited budget.
- 2648 #6: Lanai leak question was sent from the owner's property manager. The Board confirmed lanais are the responsibility of individual owners, not the HOA's.

VI. Old Business

- **Drainage/gutters:** They will be inspected the week of June 22
- **Bees:** 2656 #5, removal completed, 2656 #6 balcony repairs scheduled for June 22
- **No trespassing signs:** The board thanks Jaime Colom for placing them throughout the community.
- **Wasp nest:** 2644 #1, removal completed.
- **Irrigation:** 2652 #2, a leak repair will be done on June 19

VII. New Business

- **Balcony repair:** 2644 #2, scheduled for the week of June 22.
- **Squeegee Squad:** Management will schedule after the approved balconies are finished. Homeowners are to be given 2 weeks' notice to remove all plants and furnishings from balconies.
- **Renter parking space:** Arnie will request a quote for tree trimming above the parking space.
- **Pool agreement:** The Board discussed renewing/creating a shared-use pool agreement with Westchester Lake Condos. Current fee: \$22 per unit/month; proposed increase to approximately \$29 per unit/month, roughly +\$164/month total increase, resulting in \$984 over budget for the remaining 6 months of 2026. Proposal includes:
 - Possible legal cost sharing for the preparation of the SUA (~\$3,000 total legal fees; HOA share around \$950–\$1,000). The Board wants: input into the new contract, limits on unexpected shared expenses, better clarity on capital improvements vs maintenance.
 - Discussion included concerns about automatic renewals and the lack of termination language.

- The Board would consider agreeing to up to one-third of legal drafting costs (not exceeding ~\$1,000) while maintaining input rights. SUA would require Shores HOA attorney review before signing, resulting in additional legal fees.

VIII. Further Discussions

- **Bylaws:** The board requested that Arnie provide other bylaws examples to compare. A task force still needed to oversee it.
- **Pool agreement:** Further discussion will take place about the agreement between Westchester Lake Condo and Westchester Shores Townhomes.

IX. Next Steps / Follow-Ups

- The July 15 meeting will be held at the library.
- Ross to follow up with Darrell before the July 15th meeting on any questions about financials.
- Arnie to follow up about the tree trimming above the parking space.
- Arnie to follow up about gutter inspection.
- 2652 #2: Arnie to follow up about irrigation.
- 2656 #6 and 2644 #2: balconies to be repaired week of June 22.
- Arnie to schedule the building's soft wash as soon as the balcony repairs are done.
- The board president will share an update about the pool agreement at the next meeting.
- Arnie to share bylaws examples with the board. A task force still needs to be established.

