

**Westchester Shores Homeowners Association**  
**Board of Directors Meeting Minutes**  
**Wednesday, May 20, 2026**

**I. Call to Order/Establish Quorum**

- Sharon Kemble called the meeting to order at 5:34 PM.
- Board members present were Sharon Kemble, Ross Silva, Anil Singh, and Raquel Colom. The homeowners present were Patrick Lane and Kathy Stewart. Arnie Holder represented Ameri-Tech.

**II. Proof of Notice**

- Posted onsite and email sent.

**III. Approval of Minutes from the April 15 meeting**

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

**IV. Treasurer's Report (Ross Silva)**

- Books look clean overall; utility bills are tracking correctly by category
- Open question: ~\$1,500 unexplained overage in unit maintenance fees. The treasurer will follow up.
- Old item: \$1,500 irrigation charge under contracted lawn services still unresolved – may need to be recoded. Treasurer to discuss with Darrell at Ameri-Tech.
- MJ Polk insurance line on the balance sheet – legacy from prior management company, will clear next cycle.
- Interest/late fee policy on monthly assessment: Bylaws allow 15% interest after 30 days, but it's not being enforced. Discussion about adding a flat late fee vs. daily interest – no resolution yet.
- \$550/month pool contract – board requested itemization; Arnie to get a breakdown from Dana at Ameritek.

**V. Manager's Report**

- 1 unit with 90+ days delinquent, 1 unit delinquent the difference in the monthly assessment fees since the 2026 monthly increase of \$45
- Ongoing legal/collection processes.
- Balcony repairs completed, with the exception of 2656 #6 pending bee removal
- Quote for bees in #2656, \$3500 Florida Natural Pest, additional quotes requested

**VI. Old Business**

- **Squeegee Squad:** The soft-wash of the buildings will be scheduled after the approved balconies are completed.
- **Balcony Repairs:** 2644 #2: ~\$1,400–\$1,600 estimate, approved. 2648 #2 (3rd floor trex): \$1,100–\$2,000 estimate, revisit in next round of balcony repairs, and contractor balcony summary document. 2656 #6, on hold until the bee/hive issue is resolved. Structural repair (stucco + deck) may also be necessary. Some homeowners use rugs, planters, and furniture on balconies – trapping moisture and destroying the deck coating. Suggested homeowners balcony maintenance list to be prepared and emailed, to assist in maintaining the integrity and avoid costly repairs.
- **Drainage/gutters:** One downspout observed overflowing during heavy rain (2644 #5 area) – suspected clogged. Arnie is to ask Ted, Gilbert and Sons to inspect. Some underground drainage lines may be uncharted/overgrown.

## VII. New Business

- **Bees infestation (2656, #5/6):** Active honey bee hive is inside the wall/stucco. Florida Natural Pest quoted \$3,500 to cut out stucco and remove hive/honeycomb (does not include rebuilding). Waiting on additional quotes.
- **Wasp nest (2644, #1):** May be a recurring seasonal problem.
- **Trespassing/fishing on the lake:** Several neighbors have reported issues with teens who are not residents, on Westchester Shores property fishing, leaving behind empty alcohol bottles and trash. The Board agreed to install additional Private Property/No Trespassing signage.

## VIII. Further Discussions

- **Bylaw/Rules task force:** The task force has yet to meet; propose Amendment recommendations.
- **Cinc training:** Ross has completed the training.
- **Irrigation:** Concrete pad installed ~2017–2018 (with board permission) was poured over sprinkler heads. Homeowner at 2652 #2 agreed to pay the \$1,200 reroute cost. Landscaper to be contacted by Arnie to schedule and complete the work.

## IX. Next Steps / Follow-Ups

- The June 17 meeting will be held at the library.
- Ross to follow up with Darrell before the June 17 meeting on any questions about financials, including the pool contract breakdown.
- Arnie to look into removal of wasp nest in 2644 #1.
- The bees' infestation problem is to be addressed in 2656 #5 &6. Obtain additional quotes.
- The board is to purchase no trespassing signs and install them.
- Arnie to obtain quote on Drainage/gutters.

- Balcony repairs to be scheduled for 2644 #2; 2656 #6 2nd & 3rd floor.
- Management is to schedule the soft-wash of the buildings as soon as the balcony repairs are completed.
- Management to schedule irrigation repair at 2652 #2, at homeowner's expense.
- The board and task force to review the bylaws and prepare proposal for amendments.