

**WESTCHASE COMMUNITY ASSOCIATION, INC.**  
**REGULAR BOARD OF DIRECTORS MEETING**  
April 13, 2023

**MINUTES**

**I. CALL TO ORDER**

A meeting of the Board of Directors for Westchase Community Association, Inc. was held April 13, 2023 at the Westchase Community Association management office located at 10049 Parley Drive. Michele DelSordo - VP, called the meeting to order at 6:06 PM following the resident forum.

**II. ROLL CALL**

**Directors Present:**

Michele DelSordo  
Jack Maurer  
Dale Sells  
Jim Brinker  
Eric Holt

**Management & Staff:**

Debbie Sainz, CAM  
Dwight Kilgore, FM  
Charlotte Adams, CAM

**Directors Absent:**

Shawn Yesner  
Blakely Echeverry

**VMs, Alternates & Committee Members:**

Nancy Sells  
Joe Odda  
Barry Anderson  
Jeff Clemente  
Steven Splaine  
John Mogge

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**IV. CONSENT AGENDA**

Dale Sells motioned to approve the consent agenda items: Mar9, 2023 meeting minutes; suspension of use and voting rights on delinquent accounts; ratify motion for mediation settlement with owner. Eric Holt seconded the motion. Vote was taken and the motion carried 5-0

**V. OLD BUSINESS**

**VI. TREASURER'S REPORT**

Dale informed the board that he is working with our GPI accounting department on CD rates as he will be looking to transfer funds within the next month into higher interest rate accounts.

**VII. COMMITTEE REPORTS**

**Covenant Committee**

**Modifications Committee**

Dale Sells motioned to appoint Rick Goldstein to the Modifications Committee to fill a vacant position expiring Feb 2025. Eric Holt seconded the motion. Vote was taken and the motion carried 5-0

**Government Affairs Committee – report submitted by Eric Holt**

**Temporary Working Group – report submitted by Dale Sells**

A final report was submitted by the committee chair with a breakdown of anticipated expenditures either already completed, approved, or anticipated for future consideration as needed based on urgency.

**Notifications Committee – report submitted by Eric Holt**

Eric Holt motioned that once functionality is verified, the updated notifications options and platform be formally implemented, and that the management of this platform be directed by the Board under the following policy:

1. S&T News: administered by the Facilities Manager (or GPI as requested if not time sensitive)
2. WCA Meetings – GPI (or as requested)
3. Westchase Events – GPI (or as requested)
4. Safety & Emergency notifications GPI (or as requested)
5. Neighborhood Specific News – GPI (or as requested by Voting Members)

Blakely Echeverry seconded the motion. Vote was taken and the motion carried 5-0

Eric Holt motioned to appoint Blakeley Echeverry to the Notifications Committee. Dale Sells seconded the motion. Vote was taken and the motion carried 5-0

It was requested to add Charlotte Adams, CAM, to the list of users on Mailchimp (now has 3 users to send notifications – Debbie, Dwight & Charlotte)

**Exploratory Committee – update provided by Eric Holt**

Eric Holt motioned for the Board to move to a competitive RFP process for the purposes of selecting and signing a new Property Management Contract effective Jan 1, 2024. Jack Maurer seconded the motion. Vote was taken and the motion carried 4-1 (Dale)

Eric Holt motioned for the existing Exploratory Committee to continue to spearhead the RFP process. Jack Maurer seconded the motion. Vote was taken and the motion failed 2-3(Dale, Jim, Michele)

Eric Holt motioned that the work of the Ad-Hoc Exploratory Committee was done. Michele DelSordo seconded the motion. Vote was taken and the motion passed 3-2 (Eric, Jack)

Dale Sells motioned to schedule another Board meeting as soon as practical so all 7 Board Members can be present to form the RFP Committee. Eric Holt seconded the motion. Vote was taken and the motion passed 5-0

Management was requested to email the VM's, Exploratory Committee & Board of Directors requesting volunteers for the RFP Committee with a deadline of 4/21/24 to submit their bio expressing their interest to volunteer. (Legal counsel shall prepare the RFP Resolution)

VIII. **NEW BUSINESS**

➤ **Board Proposed Fines/Appeals**



• **Owner Appeals – O-1 9614 Greenpointe**

Dale Sells motioned to table O-1 to the June Board meeting to allow time for completion of Modification application. Eric Holt seconded the motion. Vote was taken and the motion carried 5-0

• **Tabled & Proposed Fines**

Dale Sells motioned to not impose a fine on T-1 to 4, P-2 to 4, 6, 7, 11, 14, 18, 19, 22, 23, 25, 28, 30, 33, 40, 41, and P-50. Jack Maurer seconded the motion. Vote was taken and the motion carried 5-0

Dale Sells motioned to accept the proposed motion to table the proposed fine on P-1, 8, 9, 12, 27, 34 and P-35 to the May 2023 board meeting. Jack Maurer seconded the motion. Vote was taken and the motion carried 5-0

Dale Sells motioned to accept the proposed motion to table the proposed fine on P-15, 20, 39, 48 and P-49 to the June 2023 board meeting. Jack Maurer seconded the motion. Vote was taken and the motion carried 5-0

Dale Sells motioned to impose a \$1,000 fine on p-5, 10, 13, 17, 21, 24, 29, 31, 32, 37, 38, 42-46 and P-51 and for the resident's use of the WCA facilities to be suspended for a maximum of 90 days, with the first day of suspension being the fifth day after confirmation by the Covenant Committee. Jack Maurer seconded the motion. Vote was taken and the motion carried 5-0

Dale Sells motioned to accept the proposed motion to impose a \$1,000 fine on P-16, 26, 36, 47 and P-52 for the resident's use of the WCA facilities to be suspended, with enforcement suspended and the fines subsequently waived provided the violation does not reoccur within the next 3 months (thru 07/13/2023). Jack Maurer seconded the motion. Vote was taken and the motion carried 5-0

➤ **WOW Board Appointments**

Jim Brinker, WOW Member, informed the WCA Board that he reappointed the following WOW Board members: John Stein, Sarah Crisafulli and Joaquin Arrillaga to another 2-year term expiring 3-2025.

➤ **Revised Inspection/Destruction of Records Policy**

Dale Sells motioned to approve the inspection & destruction of records policy with changes. Jim Brinker seconded the motion. Vote was taken and the motion carried 5-0

Dale Sells motioned amend the prior motion to only approve the destruction of records policy, and for the WCA to send the inspection of records policy to legal counsel for review. Jim Brinker seconded the motion. Vote was taken and the motion carried 5-0

➤ **Westchase Birthday Celebration – Annual Event?**

No action was taken by the Board Members.

**IX. OTHER BUSINESS**

➤ **POD & Bathroom Tile in Container**

Jack Maurer motioned to return the floor tile that was purchased for the bathroom renovations to Floor & Décor for full credit and to return POD by Tuesday 4/18/24. Eric Holt seconded the motion. Vote was taken and the motion carried 5-0

**8:34pm**

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Blakely Echeverry  
Westchase Community Association, Inc.  
Secretary