

**WESTCHASE COMMUNITY ASSOCIATION, INC.**  
**REGULAR BOARD OF DIRECTORS MEETING**  
Feb 9, 2023

**MINUTES**

**I. CALL TO ORDER**

A meeting of the Board of Directors for Westchase Community Association, Inc. was held Feb 9, 2023 at the Westchase Community Association management office located at 10049 Parley Drive. Shawn Yesner -President, called the meeting to order at 6:15 PM following the resident forum.

**II. ROLL CALL**

**Directors Present:**

Shawn Yesner  
Jack Maurer  
Dale Sells  
Jim Brinker

**Management & Staff:**

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

**VMs, Alternates & Committee Members:**

Nancy Sells  
Dan Perez  
Barry Anderson  
Charles Stephens  
Michiel Oostenbrink

**Directors Absent:**

Eric Holt, Blakely Echeverry, Michele DelSordo

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**IV. CONSENT AGENDA**

Dale Sells motioned to approve the consent agenda item: Jan 12, 2023 meeting minutes. Jim Brinker seconded the motion. Vote was taken and the motion carried 4-0

**V. OLD BUSINESS**

- **Cyber Security Policy**
  - Moved to the March 2023 board meeting
  
- **WPV Cabana Pillars Boots/Skirts Repair**

Shawn Yesner motioned to approve Hoffman Design at \$975 as quoted to perform the replacement of the WPV cabana pillar boots/skirts, contingent on the vendor having workers compensation insurance on the employee performing the repair. Jim Brinker seconded the motion. Vote was taken and the motion carried 4-0

**VI. TREASURER'S REPORT**

**VII. COMMITTEE REPORTS**

**Covenant Committee**

**Modifications Committee**

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

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

**VIII. NEW BUSINESS**

➤ **Board Proposed Fines/Appeals**

- **Owner Appeals**
- **Tabled & Proposed Fines**

Jack Maurer motioned to waive the proposed fine on P-15 and allow the resident to maintain the white house color that was previously approved in Feb 2022. Shawn Yesner seconded the motion. Vote was taken and the motion carried 4-0

Dale Sells motioned to not impose a fine on P-3-8, 10, 11, 15, 16, 20 and P-23. Jim Brinker seconded the motion. Vote was taken and the motion carried 4-0

Dale Sells motioned to accept the proposed motion to table the proposed fine on P-19 to the Mar 2023 board meeting. Jim Brinker seconded the motion. Vote was taken and the motion carried 4-0

Dale Sells motioned to accept the proposed motion to impose a \$1,000 fine on P-18 and P-21 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 05/11/2023). Jim Brinker seconded the motion. Vote was taken and the motion carried 4-0

Dale Sells motioned to impose a \$1,000 fine on P-1, 2, 9, 12, 13, 14, 17 and P-22 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. Eric Holt seconded the motion. Vote was taken and the motion carried 6-0

➤ **Cabana Attendant Job Description**

Dale Sells motioned to accept the cabana attendant job description as submitted by the facility manager and association manager. Jack Maurer seconded the motion. Vote was taken and the motion carried 4-0

➤ **Tennis Court – LED Light Conversion Quotes**

- This has been moved to the Temporary Working Group Committee

➤ **Activity Room Paint Colors Options**

Dale Sells motioned to select Sherwin Williams #9110 Malabar for the wall color of the activity room. Jim Brinker seconded the motion. Vote was taken and the motion carried 4-0

Jack Maurer motioned to select Sherwin Williams #7102 White Flour for the trim color in the activity room. Dale Sells seconded the motion. Vote was taken and the motion carried 4-0

➤ **Proposal from AD Engineering Re: Pool Deck Repairs**

Dale Sells motioned accept the engagement proposal from AD Engineering for the WPV pool deck repairs subject to our insurance company's decision for coverage of repairs. Shawn Yesner seconded the motion. Vote was taken and the motion carried 4-0

➤ **Property Insurance Renewal Quote from ICAT – renewal term 2/23/23-2/23/24**

Dale Sells motioned to accept the renewal proposal from ICAT for the Associations property insurance coverage quoted at \$18,163.75 subject to adjustments needed to the property values listed on the quote based on the appraisal values. Jim Brinker seconded the motion. Vote was taken and the motion carried 4-0

**IX. OTHER BUSINESS**

➤ **Request From Firefighters at Countryway Fire Station**

A request came in from the firefighters located at the Countryway Fire station directly next to our tennis courts to get approval from the board to allow the firefighters to use the tennis courts to fulfill their physical fitness requirements. Request was made to use the courts during the off peak times.

Jim Brinker motioned to allow the Countryway FireStation firefighters use of the Countryway tennis courts and for them to coordinate with the Facility Manager on the scheduling of the usage, with WCA residents and AB Tennis getting first priority. Shawn Yesner seconded the motion. Vote was taken and the motion carried 4-0

➤ **Paint Trim – Brentford House**

Jack Maurer motioned to allow 10609 Gretna Green to keep the trim color that was erroneously approved, and to send a Chattel Shipping letter to the owners in Brentford. Jim Brinker seconded the motion. Vote was taken and the motion carried 4-0

**7:37pm**

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Blakely Echeverry  
Westchase Community Association, Inc.  
Secretary

