

Windstone Terrace COA – Meeting Minutes

Tuesday, January 13, 2026

Meeting began at 6:00 p.m. at the Hartland Public Library. Business was discussed there until 6:30 p.m. All board members were in attendance along with five owners.

Open Forum

It was asked who should be called for emergencies on the weekend. President explained that management company should be contacted, who in turn will notify a board member to respond. This is not happening. President will discuss this with management company and inform owners on the process.

The owner of unit 209 in the 520 building is smelling marijuana. Other owners Board will attempt to find out where it comes from and address.

Treasurer's Report

The 2026 budget has been approved with a \$40.00 increase for monthly fees. This covers the gap left over from the insurance costs, the rest is being put into reserves. Total amount in reserves is \$230,603.74, which includes two CDs, one in the amount of \$100,000, and the other \$45,000. There are still some owners who have not paid the full amount of the \$420 assessment fees. Board will contact management company about who these people are and how to proceed to collect the final amount.

Concerns presented: The present condition of the balconies and having them all inspected this year, the possibility of having another reserve study performed, and concerns about the present management company and if they are communicating properly and serving the concerns of the association properly. Owners feel that Paige of Mike and Mike's should attend meetings.

President's Report

New board members were introduced – Maria, Maxwell, and Teri. Old business was addressed.

1. Looking into a water heater that was placed by the 520 dumpster.
2. Deck inspections recommended – this was also discussed in the open forum. Owners should inspect the decks above them, and an inspection of all decks could occur when the weather improves.
3. There has been a delay regarding the new main door for the 520 building. It has now been ordered.
4. We have not received payment from Summit Lakes for the gazebo roof. Management Company is being asked to send an email to Summit Lakes regarding this. It was also suggested a meeting be set up between the association and Summit Lakes to discuss this. We have not yet received a bill for the pool maintenance.
5. Vi has volunteered to work on the flowers on both buildings. Thanks, Vi!
6. We are looking to get more units to volunteer to have rodent traps set under their sinks. Some members in the meeting volunteered. As of this time, there has been no rodent activity found.
7. Two trees on the property were removed. Replacements are needed.

Meeting recessed at 6:26 p.m. as the library room was needed by another group.

Meeting readjoined at 6:40 p.m. in the 520 garage.

New Business

Some people continue to have web portal problems. It was suggested that an email or document be generated that addresses things such as: what do I do when having portal problems? How do we handle emergencies on the weekends? Confusion regarding the rental policy? It was asked if we could have A No Rental policy. This would be a legal issue. And other frequently asked questions.

Water was leaking into Unit 112. (530 building) Units 212 and 112 are working on repairs. Source was an overflowing toilet tank.

Some patio doors in both buildings leak during freezing weather. Be sure to look at your own decks for any leaking. Units 106 and 104 in the 530 building have water seeping inside by the patio. Unsure where this is coming from.

If you see something, say something! – rental listings, repair trucks, etc.

President gave a HUGE thank you for all owners who have sent their pet applications, repair invoices, and water heater pictures. !!!This makes our job easier!!!

We are looking into requotes for the painting on the gazebo or deciding if the old quote is okay.

Discussion was held regarding shelving for lobbies for package storage. Most felt the lobbies are too small to put a larger shelf in.

Board is actively seeking cost-saving measures – new lawn care, snow removal, elevator maintenance, elevator phones, etc... Let us know of any suggestions. Board will address plow company shoveling and salting dumpster areas.

Some owners note black sediment in their sinks and toilets. Owners were asked to send pictures of the sediment. Guthrie and Fry will be contacted to have our water tested.

Next Meeting

Tuesday, April 7, 2026, 6:00 p.m. at the Hartland Public Library

Meeting ended at 7:14 p.m.