

Windemere HOA Trustee Meeting Minutes
06/07/2018

Attendees – Ron Simmons, Ron O’Rear and Bob Gardner

1. Opening

- 1.1. Ron Simmons opened the meeting at 6pm
- 1.2. Previous meeting minutes were approved

2. Treasurer Report

2.1. Ron O’Rear reviewed the financial reports. YTD Budget Performance through 05/31/18 is summarized below:

| | Budget | Actual | Variance |
|--------------------------------------|-------------|-------------|-------------|
| Income YTD | \$11,401.44 | \$11,251.92 | (\$149.52) |
| Expenses YTD | \$5,919.21 | \$4,952.23 | 966.88 |
| Net YTD Budget Variance | | | \$817.36 |
| Cash on Hand at the end of the Month | | | \$10,686.61 |

- 2.2. The financial reports were approved.
- 2.3. One property owner still hasn’t paid their 2018 annual fee.

- Ron Simmons will contact the remaining property owner to remind them that they are in arrears.

3. Plan Review Committee Report

- 3.1. No requests are in process

4. Old Business

4.1. Drainage Issue – The group discussed a recent question received from Phyllis Beck regarding contractor access to the rear of her property. She was wanting to know if the easement associated with the drainage pipe would permit contractors to access her property by traveling across the adjacent properties. The trustees concluded that Phyllis would need to secure permission from the relevant property owners before contractors should be allowed to pass through these properties.

- Ron O’Rear will communicate with Phyllis regarding her options for securing access to her property.
- Ron Simmons and/or Ron O’Rear will inspect the drainage ditch located on the adjacent property to confirm the cleanup has been completed.

4.2. **Irrigation System Activation** – Ron O’Rear reported that the Abbey Lane entrance irrigation system has been inspected and is now operational. However, there appears to be an intermittent leak of undetermined size and location that warrants attention. Ron O’Rear contacted the irrigation contractor to find and repair the leak. The contractor requested the adjacent property owner (John & Patricia Drake) to mark the location if the leak reappears so that the contractor can dig up and repair the leaking pipe.

- Ron O’Rear will follow-up with the Drakes to determine if the leak location has been identified.
- Ron O’Rear will follow-up with the irrigation contractor to determine if the leak has been repaired.

4.3. **Entrance Signs Painting**– Ron O’Rear reported that all four entrance signs have been repainted (at \$747 under budget). Ron shared before and after photos with all property owners, resulting in several positive comments.

5. New Business

5.1. Drake Trailer– Ron Simmons mentioned that he’s received recent complaints regarding the trailer sitting in the driveway. Ron reviewed the previous agreement that was made with the property owner and explained that the business has been sold with the exception of two model planes and the trailer.

- Ron Simmons will meet with the Drakes to confirm their intentions to return the trailer to their garage.
- 5.2. Broken Mailbox – Ron Simmons mentioned that he's received recent complaints regarding the mailbox that has been in disrepair for an extended period of time. Ron has communicated with the property owner and was informed that they are on a contractors' waiting list to get the repairs completed. Bob Gardner indicated that a mailbox on the corner of Hampton and Stratford was being replaced and maybe that contractor could help repair the broken mailbox.
 - Ron Simmons will follow-up with the property owner at a later time to determine resolution status.
- 5.3. Car on Street – Ron O'Rear received an inquiry regarding a car that has been parked on the street for an extended period of time. Ron explained that there are no restrictions in the convents and suggested the issue would need to be taken up with the county.
- 5.4. Updated Directory– Ron O'Rear reported that he updated the neighborhood directory and distributed it to all home owners.
- 5.5. Mowing Along Shepherd Road– Ron Simmons shared a concern regarding the frequency of the mowing performed along Shepherd Road by CCN.
 - Ron Simmons will contact CCN facilities personnel to determine if the mowing frequency can be improved.

6. Closing

- 6.1. Next Meeting – set for 6pm on 07/12/18 at Bob Gardners' home
- 6.2. Ron Simmons closed the meeting at 7:00pm

Prepared by Bob Gardner
06/08/18