

Windemere HOA Trustee Meeting Minutes
11/15/18

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

Ron O’Rear reviewed the financial reports. YTD Budget Performance through 10/31/18 is summarized below:

	Budget	Actual	Variance
Income YTD	\$11,402.40	\$11,422.99	\$20.59
Expenses YTD	\$10,063.91	\$9,995.80	\$68.11
Net YTD Budget Variance			\$88.70
Cash on Hand at the end of the Month			\$4,535.28

The financial reports were approved.

3. Plan Review Committee Report

- 3.1. Ron Simmons reported that one new home owner has expressed interest in installing a pool and related fencing sometime in the future, possibly in the spring. Ron shared a copy of the covenants to assure they understand the HOA requirements.

4. Entrance Cleaning Behind Walls

- 4.1. Work is pending completion of work by CNN personnel. The \$625 expense was approved by the Trustees during the September meeting.

5. Irrigation System Winterization

- 5.1. Pending resolution of the issue found while performing the scheduled winterization work on the Windemere Way entrance system. Ron O’Rear will coordinate with the contractor to determine when the work will be completed.

6. DPL Rate Increase

- 6.1. Ron O’Rear mentioned that DP&L has increased the monthly electrical rate by \$8.50 per entrance system. The new electrical rate has been factored into the draft 2019 budget.

7. 2019 Budget Planning

- 7.1. Ron O’Rear provided an initial 2019 budget estimate to the Trustees for review and comment. No large one-time expenses are planned for 2019. Once finalized and approved, the 2019 budget estimate will become the basis for establishing the homeowners annual fee amount for 2019.

8. Annual Homeowner Fee Letter

- 8.1. Ron O’Rear shared a draft letter for review. Ron will make appropriate revisions to the letter to incorporate the 2018 December actual costs and forward the revised letter to Bob Gardner. Bob will print and mail hard copy letters and Ron will distribute electronic versions via email.
- 8.2. The annual homeowners meeting is set for 02/03/19 at 2pm at Ron Simmons’ home.

9. Closing & Next Meeting

- 9.1. Next Trustee Meeting – set for 6pm on 12/06/18 at Ron O’Rear’s home.
- 9.2. Ron Simmons closed the meeting at 7:00pm