

Windemere HOA Trustee Meeting Minutes
03/15/22

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

1. Opening

- Ron Simmons opened the meeting at 6:00 pm.

2. Meeting Minutes

- The previous meeting minutes were approved.

3. Financial Report

- Ron O'Rear reviewed the financial reports for the period ending 02/28/22. Key budget performance indicators are summarized below:

Budget Analysis	Budget	Actual	Variance
Income YTD	\$9,880.84	\$9,760.86	(\$119.98)
Expenses YTD	\$1,733.29	\$1,572.29	\$161.00
Net YTD Budget Variance			\$41.02
Cash on Hand at Month End			\$15,061.48

- The 02/28/22 financial reports were approved.

4. Annual Fee Remittal Status

- Ron Simmons reported that he was able to contact the final unpaid property owner to remind them regarding their unpaid balance. The property owner will make payment immediately.

5. Plan Review Committee Report

- No requests were received in February or are currently in process.

6. Annual Audit Results

- Ron O'Rear shared a copy of the completed Annual Audit Report that was prepared by Shannon and Company. The report indicated the HOAs' records are accurate and there was no evidence of fraud.

7. Federal Income Tax Return

- Ron O'Rear shared a copy of the Federal Tax Return (1120-H) for review. Ron will sign and submit the return to the IRS.

8. Entrance Mowing Contract

- After receiving two proposals for mowing services, Ron O'Rear recommended that the HOA continue using the services of the previously contracted mowing contractor (Greenview). The Trustees agreed with Ron's recommendation.

9. Other Business

- No other business was discussed.

10. Closing & Next Meeting

- Next Trustee Meeting – is set for Tuesday, 4/19/22, at Bob Gardner's home.
- Ron Simmons closed the meeting at 6:30 pm.

Prepared by Bob Gardner
03/16/22