

Windemere HOA Trustee Meeting Minutes
12/15/22

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 11/30/22. Key budget performance indicators are summarized below:

Budget Analysis	Budget	Actual	Variance
Income YTD	\$9,884.10	\$9,923.63	\$39.53
Expenses YTD	\$9,902.90	\$12,441.14	(\$2,538.24)
Net YTD Budget Variance			(\$2,498.71)
Cash on Hand at Month End			\$3,820.40

- The 11/30/22 financial reports were approved.

4. Plan Review Committee Report

- Ron Simmons reported that he received an inquiry from Dennis and Beverly Hedden (2282 Abby) regarding plans to plant additional trees in their back yard. Ron will reply to the request by indicating that, as long as the changes do not affect grade or drainage, they are free to plant trees without any restrictions related to HOA covenants.

5. Annual Fee Letters

- Ron O'Rear provided the Annual Fee letter for final review. Bob will print and mail the letters within the week.

6. Budget for 2023

- Ron O'Rear shared a copy of the final draft of the 2023 budget. After reviewing the budget, the Trustees voted to approve the budget and proposed annual fee.
- Ron also shared a year over year analysis of the 2022 budget highlighting the expense categories with the greatest variances from 2021 to 2022. Ron will make a couple of minor adjustments and include with communications packet he will distribute to the community prior to the annual meeting.

7. Annual Meeting 2023

- The annual meeting is scheduled for February 5, 2023 at 2:00PM at Ron Simmons' home.
- Ron O'Rear shared final versions of the documents that will be used to provide notice to the community prior to the meeting, as well as during the meeting (including a meeting agenda and handouts for attendees).
- Bob Gardner will review the 2022 meeting minutes to identify any items that should be included in the communications documents Ron O'Rear prepared.

8. Other Business

- Ron Simmons suggested that the HOA may want to consider installing Christmas decorations at the subdivision entrances next year. The Trustees agreed to include this as an agenda item at the annual meeting.

9. Closing & Next Meeting

- Next Trustee Meeting – is set for Thursday, 01/19/22 at Ron O'Rears' home.
- Ron Simmons closed the meeting at 6:55 pm.