

Windemere HOA Trustee Meeting Minutes
03/09/23

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

1. Opening

- Ron Simmons opened the meeting at 6:13 pm.

2. Meeting Minutes

- The previous meeting minutes were approved.

3. Financial Report

- Ron O'Rear reviewed the financial reports for the period ending 02/28/23. Key budget performance indicators are summarized below:

| Budget Analysis | Budget | Actual | Variance |
|---------------------------|---------------|---------------|-----------------|
| Income YTD | \$12,000.86 | \$12,000.76 | (0.10) |
| Expenses YTD | \$1,239.40 | \$1,255.61 | (\$16.21) |
| Net YTD Budget Variance | | | (\$16.31) |
| Cash on Hand at Month End | | | \$13,872.16 |

- The 02/28/23 financial reports were approved.

4. Annual Fee Remittal Status

- Ron O'Rear reported there is one outstanding payment due.
- Ron Simons will contact the property owner to request the past due payment.

5. Annual Fee Payment via Credit Card or Direct Deposit

- Ron O'Rear reported that he contacted the Credit Union to determine the feasibility of providing alternative payment methods for property owners when paying their annual fees. The Credit Union representative indicated that, due to the small volume of payments that might be processed electronically, the cost would be prohibitive. He suggested we might consider something like PayPal as an alternative.
- Ron will investigate the feasibility of using PayPal option as an alternative method for property owners to submit annual fee payments.

6. Plan Review Committee Report

- No requests were received in February or are currently in process.
- The Trustees discussed a Zoning Variance Request that was presented to the Beavercreek Township by a Windemere property owner in February. The request related to replacing an existing rear deck with a new composite deck of the same size. Based on this information, the Trustees do not believe a Planning Committee request is needed

7. Flower Committee

- The Trustees discussed a resident's suggestion concerning the planting flowers at the entrances.
- Bob Gardner will reach out to the resident to determine if she might be willing to chair a committee that would prepare a recommendation and budget for community consideration.

8. Leak Check for New Water Meters

- Several residents have reported leaks after new water meters were installed. However, there appears to be no additional reports of leaks, so the matter was tabled for now.

9. Shared Web-Site Administration

- Bob Gardner mentioned that he'd be glad to handle or help Rick Courtney with the task of uploading documents to the HOA Website. Bob will reach out to Rick to extend the offer to help.

10. Entrance Lawn Service Quotes

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- Ron O'Rear reported that he has received several responses to his request for proposals for lawn care services at the two entrances. Ron also shared a worksheet he developed to facilitate an evaluation of proposals when the submission window is closed.
- The Trustees agreed to hold off on making a final selection until more responses have been received. At that point, Ron O'Rear will complete the evaluation tool and share with the other trustees as the basis for making the selection.

11. Other Business

- Ron O'Rear mentioned that he recently distributed an updated new mailing list for the community.

12. Closing & Next Meeting

- Next Trustee Meeting – is set for Thursday, 04/20/23 at 6pm at Ron O'Rear's home.
- Ron Simmons closed the meeting at 6:58 pm.

Prepared by Bob Gardner

03/11/23