

Windemere HOA Trustee Meeting Minutes
11/26/24

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

1. Opening

- Ron Simmons opened the meeting at 6:05 pm.

2. Meeting Minutes

- The previous meeting minutes were approved.

3. Financial Report

- Ron O’Rear reviewed the financial reports for the period ending 10/31/24. Key budget performance indicators are summarized below:

Budget Analysis	Budget	Actual	Variance
Income YTD	\$12,543.49	\$12,563.17	\$19.68
Expenses YTD	\$10,578.69	\$10,861.06	(\$282.37)
Net YTD Budget Variance			(\$262.69)
Cash on Hand at Month End			\$5,207.40

- The 10/31/24 financial reports were approved.

4. Plan Review Committee Report

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

5. Signs In Yards

- The signs that prompted a formal complaint were removed shortly after an email was distributed to the community by the Trustees reminding property owners of the covenant restrictions related to signage in yards.
- A subsequent email from Jansen Meyers that was distributed to the community in response to the notification email (mentioned above) was discussed. No follow-up actions were viewed as warranted.

6. Entrance Fall Trimming

- Ron O’Rear reported that the trimming has been completed. Ron indicated he was very satisfied the work.

7. Corporate Transparency Act

- Ron O’Rear reported that he completed the actions required to meet the requirements of the Corporate Transparency Act. Ron mentioned our accountant, Shannon and Co., charged the HOA \$50 to complete and the file the required documentation.

8. Revised Ohio Planned Community Law

- Ron O’Rear provided copies of the revised Ohio Planned Community Law to the Trustees. The Trustees agreed it is important for all to understand the content and scope of the law and the latest changes so as to avoid conflicts and assure HOA compliance with relevant requirements.
- Ron Simmons and Bob Gardner will review the documentation provided by Ron O’Rear before the next Trustees meeting. The topic will be included in the December agenda to address any questions or impacts on HOA operations.

9. Annual Fee Letters

- Ron O’Rear shared copies of an updated 2025 Annual Fee Letter for review.
- Bob Gardner will mail hard-copy copies of the letter to all home owners on or before 12/18/24.
- Ron O’Rear will provide a Windemere homeowners address list, stamps, and self-addressed envelopes to be included with the mailing.
- Ron Simmons informed the Board that he would not seek reelection as a Trustee in 2025 so the HOA will need to solicit nominees to replace Ron.

10. Budget for 2024

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- Ron O'Rear shared copies of the proposed 2025 Annual Budget. The budget includes an annual fee of \$155 per property, which should cover all planned expenses, while leaving a year-ending surplus of \$4,486 to cover any unplanned contingencies.
- The Trustees approved the propose budget.

11. Annual Meeting 2024

- The Annual Meeting is scheduled for Sunday, February 2, 2025 at 2:00pm at Ron Simmons home.
- Ron O'Rear shared draft copies of the documents that will be used to communicate updates to the community prior to the meeting. Ron will distribute the finalized documents via email at the appropriate time.

12. Christmas Decoration Installation

- The Trustees agreed to meet Saturday, November 30th at 11:00am to install the Christmas decorations at the two entrances.

13. Other New Business

- None

14. Closing & Next Meeting

- Next Trustee Meeting – is set for Tuesday, 12/17/24 at 6pm at Bob Gardners' home.
- Ron Simmons closed the meeting at 6:54 pm.

Prepared by Bob Gardner
11/28/24