

**Windemere HOA Annual Meeting  
February 9, 2025  
Meeting Minutes**

**Attendees**

Trustees:	Bonnie Simmons	Benita Fenton Fenter
Ron Simmons	Laura Snyder	Sue O'Rear
Ron O'Rear	Raghu Srinivasan	
Bob Gardner	John Strack	

**1. Welcome**

- Ron Simmons opened the meeting at 2:05pm by welcoming all attendees to the annual meeting.

**2. Presentation**

- Ron O'Rear presented Ron Simmons with a clock from the Windemere homeowners. The clock included an inscription thanking Ron for his 9 years of service as a Trustee.

**3. 2024 Year in Review**

- Ron Simmons shared highlights from the 2024 Year in Review document (copy included).

**4. 2024 Financial Summary**

- Ron O'Rear reviewed the 2024 Financial Summary document that was previously emailed to all homeowners (copy included).

**5. Year over Year Financial Comparisons**

- Ron O'Rear reviewed the expense items that had significant variances between 2023 actuals and 2024 actuals, 2024 actual expenses vs 2024 budgeted expenses, and the approved 2025 budget vs 2024 actual expenses.
- 2024 budget performance indicators are summarized below:

<b>Budget Analysis</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
Income YTD	\$12,543.79	\$12,563.49	\$19.70
Expenses YTD	\$12,130.44	\$11,922.34	\$208.10
Net YTD Budget Variance			\$227.80
Cash on Hand at Month End			\$4,132.44

**6. 2025 Approved Budget**

- Ron O'Rear reviewed the 2025 approved budget and noted that the 2025 budget was based on the 2024 actuals escalated by 3%, the expected inflation rate for 2025.
- The \$11,992 budget is designed to meet projected 2025 expenses while maintaining a \$4,854 reserve.
- Ron O'Rear noted that the 2025 budget now includes the Windemere HOA WPCU Savings Account amounts so that all the assets of the HOA are clearly shown.
- The annual dues required to support the 2025 budget are \$155.00 per property, which represents a \$10.00 decrease per property from 2024.

**7. Annual Block Party**

- Ron Simmons led a brief discussion to solicit feedback regarding the annual block party.
- Ron O'Rear reported that 29 residents attended the 2024 picnic, representing 12 households of the 76 total households, a much smaller turnout than expected.
- The discussion concluded with an agreement that the Trustees will survey the community in the spring to determine the interest level in continuing the event, possible scheduling revisions, and to possibly identify potential volunteers if support is positive.

## **8. Questions & Issues**

- Bob Gardner asked the attendees for feedback relative to the degree and types of communications provided by the Trustees. The response was generally positive, with no suggestions for increasing or changing communications.
- Bob also polled the attendees to gauge awareness relative to the HOA website. Based on the feedback received, Bob will share access information with the community to make sure everyone is aware of the site as well as how to access the site.
- The Trustees asked the attendees if the HOA should continue to plant flowers in the spring at the entrances. The attendees all agreed that the flowers improved the look of the entrances and should continue.
- The Trustees asked the attendees if the HOA should continue to put up Christmas Decorations on the entrance walls for the Christmas holidays. The attendees agreed that the HOA should continue to install the decorations each Christmas.

## **9. Trustee Election**

- Ron Simmons' term as Trustee expired on 12/31/24. A request for nominations was distributed to the community on 12/18/24 via the Annual Fee Letter, and we had two candidates volunteer to fill the vacant position - Jansen Meyers and Raghu Srinivasan
- Ballots were sent on 01/15/24 to homeowners via email to facilitate voting before the annual meeting.
- After combining the results of ballots collected at the Annual Meeting from attendees and the responses received electronically, Raghu Srinivasan was elected as the new Windemere HOA Trustee (term ending 12/31/27).

## **10. Adjourn**

- Ron Simmons closed the meeting at 3:10pm

Prepared by Bob Gardner

02/09/25

WINDEMERE HOMEOWNERS' ASSOCIATION  
2024 YEAR IN REVIEW

We began the year with \$3,491.29 in our checking account and ended the year with \$4,132.44 to start 2025.

Annual Fees . . . All 76 homeowner fees for the year were paid.

Buckeye Ecocare . . . We again reduced this cost for lawn maintenance by paying the entire fee at the beginning of the year.

Irrigation Systems . . . Water usage in 2024 was more than in 2023 resulting in \$8.95 more cost.

Irrigation System Repairs . . . The Abbey Lane entrance irrigation system broken PVC pipe needed to be replaced resulting in an unplanned cost of \$895.69.

AES Ohio . . . The cost of electricity for the entrances increased in 2024 due to an increase in Distribution Costs per KWH resulting in \$211.42 in more cost than in 2023.

Entrance Lighting Repair . . . We replaced 1 burnt out spotlight on Windemere Way resulting in an unplanned cost of \$12.47 and reset the circuit breaker on the Windemere Way entrance lighting. By repairing the lighting ourselves we avoided additional unplanned cost.

Power Distribution Repair . . . The Abbey Lane entrance power distribution system needed to be repaired resulting in an unplanned cost of \$460.47. As a result, the Trustees discussed the possibility of converting the entrance lighting and irrigation controller to solar powered. The cost of equipment and installation appear to be reasonable but the reliability of a solar powered system was questioned. The Trustees agreed that this conversion should be discussed with the homeowners at the Annual Meeting.

Annual Audit . . . The audit by Shannon & Co. found no irregularities.

HOA Liability Insurance . . . Our insurance cost for 2024 was \$611.00, the same as in 2023.

Plan Review Committee . . . Received, reviewed and processed 3 requests this year.

Feb - Ron Simmons received a request related to the proposed addition of a swing set. Ron talked to the applicant to verify there were no obvious issues (e.g., drainage) connected with the addition and to communicate approval of the swing set based on the applicants' responses.

Sep - One homeowner asked if they need to secure HOA approval before applying Hydoseed to their yard. The Trustees agreed that no approval is required

Oct - The HOA received an inquiry from a homeowner asking if they need to secure HOA approval before installing a trampoline in their year yard. Ron O'Rear advised them that no HOA approval is required.

Planting Areas . . . We contracted with Smith Landscaping to maintain the entrances by weeding, and trimming the shrubs. The resulting 2024 cost was \$460.60 less than budgeted.

Mowing . . . Our mowing expenses to maintain the entrances decreased by \$663.83 in 2024.

Entrance flower beds . . . Karen DeVite with the supporting cast of youngsters planted flowers at the two entrances to improve their appearance.

Fall Landscape Trimming . . . The 2024 cost for fall trimming of the entrance landscaping was \$425.79 less than in 2023.

Annual Neighborhood Picnic . . . The annual neighborhood picnic was held on Sunday, September 15, 2024. The HOA rented a large Bounce House and provided food at an expense of \$484.56, \$48.49 less than in 2023. Overall, the Trustees agreed the picnic was judged a success but homeowner turnout was disappointing with only 35 attendees. Several of our newer residents attended, providing everyone with the opportunity to become better acquainted. The Trustees will survey the homeowners in 2025 to determine if continuation of the picnic is warranted given the small turnout and the cost and amount of effort needed to hold the picnic.

Christmas Decorations . . . Trustees installed Christmas Decorations at the entrances to Windemere

Trustee Support . . . Trustees responded to a number of homeowner concerns this year including:

- Race Trac Truck Stop

The HOA distributed information about the proposed construction of a Race Trac Truck Stop to the homeowners.

A trustee attended the Beavercreek Planning Commission meetings related to a proposed zoning change to accommodate the development of a Race Trac truck stop at the intersection of Factory and US 35. The proposal zoning change was approved with the provision that big trucks will be prohibited from any development at the location.

- Community Yard Sale

Krystle Burriss organized a community-wide yard sale during the weekend of May 10<sup>th</sup>.

- Signs in Yards

After receiving complaints about signage in yards the Trustees remained the homeowners that signs are not allowed per the Windemere Covenants.

Corporate Transparency Act . . . The Trustees filed the Beneficial Ownership Form to satisfy the requirements of the CPA law passed in 2024.

Revised Ohio Planned Community Law . . . A copy of the revised law was posted on the Windemere HOA web site for interested homeowners to review. The Trustees reviewed the revised law and determine that the HOA was in full compliance with all the requirements of the law.

New Homeowners . . . There was 1 new homeowner in 2024.

Windemere Web Site . . . A special thank you to Rick Courtney for maintaining and posting information to our Windemere HOA Web Site.

All in all, it was another successful year.

WINDEMERE HOMEOWNERS' ASSOCIATION  
2024 Financial Summary

Greetings Windemere Homeowners.

For your information prior to our **Annual Homeowners Meeting to be held on Sunday, February 9, 2025 at Ron Simmons' house**, I am providing the following Windemere HOA financial summary along with the actual Budget vs. Actual expenditures for 2024, the final 2024 Treasurer's Report, and the approved Budget for 2025.

The Windemere HOA began 2024 with \$3,491.29 in our checking account, received \$12,540.00 in annual fees (\$165.00 per homeowner), \$3.49 in interest on our checking account, and \$20.00 in late fee payment fees for a total actual income of \$12,563.49. The HOA spent \$11,922.34 for 2024 expenses. The actual 2024 expenses of \$11,922.34 were \$208.10 less than the 2024 budgeted amount of \$12,130.44. The \$641.15 variance between the actual income of \$12,563.49 and the actual expenses of \$11,922.34 for 2024 increased our checking account to \$4,132.44 to begin 2025.

The largest planned expense for 2024 was spring mulching and trimming of the entrance landscape beds. The actual cost was \$2,695.00, or \$460.60 less than the budgeted cost of \$3,155.60.

The unplanned expenses for 2024 were the repair of the irrigation system of \$895.69, the repair of the entrance lighting system of \$448.00, light bulb replacement of \$12.47, and a \$54.59 Corporate Transparency Act (CTA) Beneficial Ownership Information (BOI) submittal.

The 2024 Greene County Sanitary Engineering expenses for landscape irrigation water were \$1,134.98, or \$95.78 more than the 2024 budgeted amount of \$1,039.20 due to an especially dry fall.

The 2024 AES Ohio expenses for landscape lighting were \$801.61, or \$112.57 more than the 2024 budgeted amount of \$689.04 due to an increase in distribution cost of electricity by AES.

The 2024 Annual Picnic expenses were \$484.56, or \$10.44 less than the 2024 budgeted amount of \$495.00.

The remaining 2024 expenses were about the same as in previous years, including annual insurance coverage (no change), annual audit (\$2.40 less), annual post office box rental (\$6.00 more), and irrigation start up and winterization expenses (\$10.00 more).

The Trustees used the 2024 actual expenses, escalated for inflation, as the basis for the 2025 estimated budget. The resulting 2025 budget assumes estimated expenses of \$11,286.20 and estimated income of \$11,780.00 plus \$3.49 in earned interest on our checking account. The \$497.29 in estimated 2025 gains will recover some of the \$1,410.75 in unplanned expenses for 2024 and increase the amount of our Ohio State mandated financial reserves for the HOA to \$4,629.73 by the end of 2025, assuming no unplanned expenses occur in 2025.

If you have any questions on these Windemere Homeowners Associations financial summaries and spread sheets please contact me or any of the other Trustees.

Sincerely,  
Ron O'Rear  
Trustee and Treasurer  
Windemere Homeowners Association