

WINDERMERE HOMEOWNERS' ASSOCIATION BOARD MEETING

Regular Board Meeting Minutes
January 8, 2018 / 7:00 pm / Hearth at Windermere

1. Homeowner's Open Forum

No scheduled visitors. Nothing to report.

2. Call to Order

Don Wyatt called the meeting to order at 6:55 pm. Directors present included:

Don Wyatt – President
Jim Wilson – Vice President
Brian Dell

Olga Hunt, Associa Community Manager was also present.

3. Designation of New Board Members

Meg Shanley was designated to the Board to serve as Secretary. Jim Buell was designated to the Board to serve as a voting member at large.

4. Secretary's Report

Nothing to report.

5. Treasurer's Report

Financial report for December 2017 was presented to the Board by Olga Hunt. 2017 year-end report was not available for review; therefore information from the balance sheet was reviewed. The Board reviewed current Operating, Reserve, Members Receivables, Prepaid Assessments and Accounts Payable. Homeowners are currently notified of dues assessments through paper or electronic mail, per homeowner's designation. Board discussed that all assessments notifications need to be received by homeowners via paper mail for tracking and follow up purposes.

6. Committee Reports

Architecture Review Committee (ARC) – Application received 12/5/17 for property amendment pending approval due to need for more detail to plan.

Board will review additional applications that are pending approval from late 2017 at separate properties.

Board continues to address property variance dispute between homeowners in order to achieve resolution.

7. Action Items

Tree removal contract has been signed with Encore to be completed by March 1, 2018. Scope of work, in addition to tree removal, includes grinding out of stump, soil amendment and reseeding, and clean up and hauling away of debris. Board will discuss removal of select crabapple trees in median on Windermere Blvd (East of Mollenkopf Rd.) with Encore as an addition to scope of work.

Pro-Care landscaping contract amendments were reviewed by Pro-Care. Changes made to legal verbiage were approved by Pro-Care; 2018 contract was signed for landscaping services. Contract includes shrub replacement, common area clean up including easement area on Lakeland Drive.

Associa contract is due for renewal in June 2018. Board will continue to review Associa/CASI Management agreement; contract agreement remains pending.

8. Old Business

Don Wyatt provided information regarding parts to be used for park benches repair. Olga Hunt to follow up regarding cost and availability of parts.

Board recommended moving ahead with obtaining estimates to repair concrete at the pool; Olga Hunt to follow up on this.

Olga Hunt to follow up with irrigation company regarding sprinkler heads in need of repair and winterization stipulation in contract.

9. New Business

Mileage reimbursement – the Board unanimously approved reimbursement of mileage to Board members conducting Homeowners' Association business with proper detailed documentation for date, mileage and purpose of trip. This is relative to mileage only and does not include payment for services or time a Board member may provide on behalf of Windermere. The business per mile rate will be as published annually by the IRS and shall be treated as a non-taxable reimbursement of an expense.

Swimming Pool– the Board agreed to move forward securing bids for 2018 pool management contract. Additionally the pool heater needs replacing and needs to be put out for bid in the next two months. Initial Board discussion regarding the possibility of opening pool membership to non-Windermere residents as a revenue generating opportunity.

Jim Wilson announced that he is stepping down to a non-voting board member position, effective January 2018 but that he will remain on the ARC.

Don Wyatt moved that the Homeowners' Association Board of Directors include:

Don Wyatt – President
Brian Dell – Vice President
Meg Shanley – Secretary
Mike Brown – Voting Member at Large
Jim Wilson – Non-voting Member at Large
Jim Buell – Voting Member at Large

Meg Shanley and Jim Wilson seconded Don's motion.

10. Adjourn

Next Board of Directors Meeting will be on February 12, 2018 at 7:00 pm at Hearth at Windermere.

Motion was made to adjourn at 8:24 pm; seconded unanimously.

Approved: Meg Shanley, Secretary
Windermere Homeowners' Association