

WINDERMERE HOMEOWNERS' ASSOCIATION BOARD MEETING

Board Meeting Minutes

October 19, 2020 / 7:00 pm / Teleconference

1. Call to Order

Don Wyatt called the meeting to order at 7:06pm.

Directors present included:

Don Wyatt – President (term 1/1/2019 - 1/1/2021)

Jason Luebke - Member at Large (term 1/1/2019 - 1/1/2021)

Mike Brown - Treasurer (term 1/1/2019 - 1/1/2021)

Tony Scott – Secretary (term 1/1/2020 - 1/1/2022)

Chad Ertel, Kirkpatrick Management Company (KMC) Community Manager

Absent members were: None

Motions made:

Sept 21st minutes motion seconded & approved.

2. Financials:

- Don authorized monies to be moved from 1301 to 1100 for payments due.
- Need to review Pool budget if COVID restrictions continue into 2021 season

3. Management Report:

- **Grounds:**
 - **Dead tree removal** bids received and discussion:
 - All similar in amounts.
 - Specs should be for all stumps ground to 8" below
 - Encore has an existing relationship with WHOA and provides most comprehensive & complete. Don Proposed Encore & Carried with provision for all stumps being ground.
 - Chad will confirm with Encore for above provisions.
 - **Landscaping and lighting**
 - Improvements at the north/west Treyburn entrance completed by Encore as per September vote.
 - **Pro-Care** provided estimate for next three years.

- Price increase acceptable and locked in for 3 years (2021-2023).
 - Concern voiced regarding including performance clause to ensure standards are maintained (as per previous contract).
 - Don proposed we accept the bid without pushing out for other bidding, though ensure the contract is reviewed by Mike prior to sending out.
 - Tabled for next meeting, Chad will provide copy of current Pro-Care contract for review by BOD.
- **Irrigation (Complete Irrigation)**
 - Mike & Don will review wording for new contract for Scott (Complete Irrigation) to avoid any additional expenditure (with stated limit) without prior approval. Contract price is the same as previous and covers period 2021-2023. Review at November board meeting for additional wording.
- **Pool**
 - Chad went through Management report items for Pool.
- **Ponds**
 - Bids still being sought for pond dredging (pond L), will likely need to be added to the budget for 2021
 - On-going discussion with golf course regarding shared pond maintenance
 - Algae estimate received Chad will send out to BOD
- **Repair of damaged light pole & fixtures at Windermere drive & Parkway Drive.**
 - Thomas Cabling Inc. Estimate provided. Discussed & reviewed, and approved using specs of exact style and parts replacement.
- **New BOD Member**
 - New Board member, Erica Wise, interviewed by Jason Mike & Don, Sept 26th and Don proposed to bring her on the HOA board as Member at Large. Carried by vote.
- **2021 Budget.**
 - Board members required to review proposed budget sent out by Chad previously
 - Chad will update additional items and resend out to BOD.
 - Don will arrange interim BOD meeting to discuss.
 - Need to have this completed and approved in Novembers Meeting

4. Delinquency & Violations Report

- **Financials**
 - Discussed regarding current balances and legal actions pending end of October
- **Violations**

- Chad provided details of separate accounts violations together with remedial actions and negotiations.

5. 2020 Neighborhood meeting.

- Chad reports that Zoom will allow for up to 300 participants.
- Each participant will have a meeting code and participant code, which are unique to the meeting itself.
- Chad will firm up all details, and determine a date in early December 2020.
- Don proposed KMC host physically with BOD only in attendance if possible.
- Discuss further at November meeting.

No further business.

6. Adjourn

Next Board of Directors Meeting will be on **November 16th, 2020 at 7:00 pm**. Unless otherwise noted on the Windermere website, the meeting will be teleconferenced pending COVID-19 situation.

Don adjourned meeting at 8:06pm.

Approved: Tony Scott, Secretary
Windermere Homeowners' Association