

**Estates at Windermere Homeowners Association
Board Meeting September 21, 2005
Stoneybrook West Golf Club**

APPROVED MINUTES

OPEN FORUM: None

QUORUM ESTABLISHED:

- Present: Kathy Sheppard, Joe Relich, Todd Rule, Danny Humphress and Dan Zanini
- Absent: None

Meeting convened at 6:34pm by Humphress. Proof of Notice verified by posting at the Exit Gate of the Association.

APPROVAL OF MINUTES: A motion to approve the August Meeting Minutes as presented was made (Rule/Relich) and carried.

TREASURER'S REPORT: Sheppard presented a written report (attached) for the record. Ms. Rumely was asked to provide an account status on the delinquent account that is 60 days past due. .

LANDSCAPE COMMITTEE: Janis Zanini provided a written report (attached) for the record. Subsequently the Board directed:

- Ms. Rumely should continue working with Sprinkler Repair & Landscape Lighting on the lights at the Guard House, as they are not firmly fixed to the building and not satisfactory yet.
- Ms. Rumely should investigate costs to have the stone surround at the gate repaired with the stones collected by Janis Zanini.
- Ms. Sheppard will locate a vendor who worked for the Association previously to potentially pressure wash the white vinyl fence, sidewalks, curbs, the guard house and walls as suggested by Ms. Zanini. An estimated cost from prior years is \$2500.

ARC REPORT: Ms. Sheppard presented a report for Mark Sheppard, Chair

- No application has been received to date for the paver installation on Coral Stone Court. A new door has been reported-Ms. Rumely is to follow up with a letter.
- There are some re-painting requests outstanding that will be approved.

MANAGER'S REPORT: Ms. Rumely summarized activities during August/September in a written report previously provided to the Board of Directors.

OLD BUSINESS:

- Sidewalk at 2405 RW - Tri-County Concrete has not yet responded to the written demand for immediate repairs to the sidewalk at 2405 RW. A motion was made (Rule/Zanini) to have Ms. Rumely report this vendor to the Better Business Bureau and to consult with Association Counsel on a demand letter, asking for a work date within 7 days or a refund. Ms. Rumely suggested retaining Larsen & Associates and reported that no retainer fee is required: A motion was made (Rule/Zanini) and carried for Ms. Rumely to retain counsel and spend up to \$200 for a demand letter to Tri-County Concrete.
- Ms. Rumely reported that PEF has indicated they do not usually charge for pole repainting but the recent hurricane damage in the South is expected to delay a start date.
- Guard House- blinds and tinted windows –A motion was made (Zanini/Relich) and carried to accept the \$1200 proposal from Tint Masters to remove the purple film, clean the windows and install a bronze tint. Blinds will not be needed with this material. Ms. Zanini will coordinate with the vendor for installation and access.
- Tennis court net post repair-Ms. Rumely reported the net post repair was complete and satisfactory. She advised a new net would be needed soon as the current one is torn in several places.
- Road and Storm Drainage report – Ms. Rumely inquired if the recommended repairs had been made. Mr. Rule and Mr. Zanini indicated they would address removal of some of the material reported.
- Gate re-painting for exit gate – vendor expects to be available in early October
- Light pole painting – will be moved to the January meeting agenda since the hurricanes are absorbing all spare PEF resources.
- Ms. Rumely will continue to work with Sprinkler Repair and Landscape Lighting on the fixtures for the guard house. The new floodlights on the signature walls are acceptable.
- Triathlon issues – Ms. Rumely is expecting an irrigation system assessment shortly so that any damages related to cars parking along McKinnon can be reimbursed by the school.
- Fence Rail damage – Ms. Rumely reported that PLM would repair the fence damage caused by the mowers.
- Budget proposal changes – after discussion, the Board agreed that an approximately 12% increase in the annual assessment may be necessary. Ms. Sheppard will make the requested changes, calculate the percentage increase, and email a revised draft to the Board. for review.

NEW BUSINESS:

- Todd Rule presented the “Welcome Committee” and proposed the Association fund their “Welcome Basket” project at \$30/basket. A motion was made (Rule/Zanini) and carried to fund this committee in 2006 with a limit of \$30/basket and the remainder of 2005 with \$30/basket.

- Future meeting dates – Ms. Rumely is to contact Stoneybrook West regarding a meeting date for October 25th when the 2006 Association Budget will be approved.
- Discussion on the community gate led to an offer from Mark Sheppard to take over responsibility for maintenance of the gate software. Ms. Rumely will provide Mr. Sheppard with a written overview of the process for code assignments and gate directory updates for new homeowners.
- Discussion on the community web site led to an offer from Todd Rule to find and purchase a new domain name and take over maintenance. Mr. Rule will search for possible names and email options to the Board for approval and purchase.
- Discussion on the sale of the Humphress residence and Mr. Humphress' pending resignation from the Board, led to a motion to appoint Mrs. Ragini Patel to the remainder of the term, i.e. until January 2006; made (Zanini/Relich) and carried. A second motion was made (Zanini/Sheppard) and carried to designate Joe Relich as President until the next election in January 2006 after Mr. Humphress resigns in the near future.
- Mr. Rule presented a “thank you” gift and card from the Board/Association Manager to Mr. Humphress, who has reported the pending sale of his residence in the community.

ADJOURNMENT: Motion (Rule/Relich) was made and carried to adjourn the meeting at 9:20pm.

MINUTES: taken by Carol Rumely, Association Manager