

## **The Estates at Windermere HOA**

Board of Directors Meeting  
Stoneybrook West Golf Club

**Wednesday, February 21, 2007**

Meeting was called to order at 6:40 p.m.

In attendance were Steve Sargent, Kyle Brown, Mike Whitethorn, Kara Lynch, and Kathy Sheppard. Absent: Kathie Glass and Dennis McCarthy. Richard Drake was present for Community Management Professionals, Inc. A quorum was established. Notice was served by the display board sign at the community gate.

The Playground Committee has reported that the play-set will be installed on March 7, 2007.

The Board approved unanimously the January 2007 meeting minutes as revised. The year-end financials were not yet completed by CMP. Richard will determine what is necessary at this point to begin the tax return process with the CPA.

The Landscaping Committee met recently and Janis provided the new members a walk-thru overview of their responsibilities. The Board will request that somebody on the committee meet with Dave Tuccio of PLM on a monthly basis to ensure consistent service levels.

Orange County Neighborhood Services have submitted the purchase orders to the vendors and we are just waiting on the vendors to get started. Janis will be making the monthly report to OCNS by the 25th.

PLM has installed the high-rise live oaks. Richard will pay this invoice to reflect as a 2006 expense as previously requested.

Homeowner requested consideration of roof cleaning violation as two roofers have advised him that cleaning the roof would compromise his roof warranty. Steve will call Mallard and email the board. No resolution on this issue yet. Board will review next month,

The Board will review violation letter verbiage at the next meeting.

Kyle and Dennis will follow-up with their contacts regarding the gate arms and controllers and security systems. Richard will be obtaining bids for pest control.

Richard is awaiting receipt of the letter from OCEPD concerning their findings on Tract J. He will request an update from them this week.

The Board agreed unanimously to table the gazebo financing project until further notice.

Richard will send Kara the insurance policy in order for her to get new quotes.

Meeting adjourned at 8:10 p.m.

Respectfully submitted,  
Richard Drake, LCAM, CMCA  
For the Board of Directors