

**The Estates at Windermere HOA**  
Board of Directors & Annual Meeting  
Health Central  
10000 W. Colonial Dr.  
Bradford room  
**Wednesday January 21, 2009**

**MINUTES**

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

In attendance were Steve Sargent, Kathy Sheppard, Kathie Glass, Jason Gamel and Mike Whitethorn. Kyle Brown and Dennis McCarthy were absent. Rex Bowman was present for Community Management Professionals. A quorum was established. Notice was served by the display board sign at the community gate.

After review of the 11-19-08 minutes Jason made a motion to approve and Kathy Glass gave a second. Motion passed unanimously.

Tina Bruefach gave the landscape report.

Tina asked for approval approval to prune trees in March, Use Godley's, 30 large Oaks at 150\$/ea.= \$4500. The board noted that the budget for tree trimming was only \$3,300 for 2009. Kathy Sheppard made a motion to allow Tina to get all the trees trimmed she could for the \$3,300 in our budget. Kathy Glass gave a second and the motion passed unanimously.

Tina also recommend that dues be increased for 2010 to allow for all trees to be pruned since most homeowners do not do it and now that trees are large, often hitting trucks, busses. This would also help neighborhood look beautiful and consistent. Tina noted she put a letter in this newsletter urging homeowners to prune trees, state we are using Godley's in March and they would get a price of \$150/tree at that time. Tina noted in neighborhoods of our caliber, trees need to be maintained.

Tina noted a decision about new Landscape company needs to be made since the quality of work from our present Landscaper is getting worse. After a board discussion about all concerns and objectives, Steve made a motion to give Gary a cancellation notice that would be effective the last day of February. The motion continued that Rex would contact Quintana with bullet items from Tina making sure their price stays the same and all verbal promises were in writing. Kathie Glass gave a second and the motion passed unanimously. Rex agreed to contact Gary and Quintana to complete the change in Landscapers.

Rex Bowman gave the managers report.

Financial report for December shows total assets of \$79,705.04 with \$65,166.44 of that

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amount in reserves. The delinquency report shows as of 12-31-08 the total delinquency is \$79.52. As of 1-20-09 that amount is \$6,564.03 (new Quarter).

We show 34 active violations. The Inspection for the community is scheduled for Friday 1-23-09.

Directors meeting adjourned at 7:38

**ANNUAL MEMBERSHIP MEETING**

Meeting was called to order at 7:39. A quorum was certified with 7 required (10% of 66), we had 5 present and 4 proxies for 9 total.

The 2008 annual meeting minutes were reviewed. Kathy Sheppard made a motion to approve the 2008 annual meeting minutes and Kathie Glass gave a second then the motion passed unanimously.

The annual treasurer's report was given by Kathy Sheppard.

**2008 Income**

\$117,765 Total income for 2008

**2008 Expenses**

\$ 118,456 Total expenses for 2008

\$ 116,560 Total expense ***budget*** for 2008

**Year End**

\$ 691 **OVER** budget

**Year end RESERVES:**

\$12,466 Misc Reserves

\$11,520 Working Capital

**\$23,986 Total Available for emergencies**

**OTHER RESERVES:**

\$35,400 Road Reserves

\$ 2,552 Road Inspection Reserves

\$ 2,184 Road Repaving

\$ 631 Fence (no longer funded)

\$ 414 Tennis Court (no longer funded)

\$ 1,987 Community Fixtures (funded from working capital 50% (the sale of houses-75% of yearly HOA fee)

\$ 993 Recreation (funded from working capital 25% (the sale of houses-75% of yearly HOA fee)

\$ 993 Future Projects (funded from working capital 25% (the sale of houses-75% of yearly HOA fee)

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**\$45,154 Total other Reserves**

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**INFLOWS/OUTFLOWS FROM RESERVES:**

**Total Outflows \$14,867**

**Total Spent from Reserves 2008**

\$2,374 For phase two signs (plus \$3300 from budget)

\$4,208 for Road Inspection

\$3,287 gate operator (plus (plus 4215 from budget)

\$1,340 New road striping in front entrance

\$2,810 for guard house doors replacement

\$ 631 picnic table for tot lot (plus 691 from budget)

\$ 217 Tennis court equipment and bins

\$14,867 Total spent from reserves 2008

**Total Reserve inflows \$12,025**

2008 Working capital income (sale of three houses at \$1,325 each) **\$3,975**

2008 Incoming Reserves from HOA Fees **\$8,050**

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**Other notes:**

- Added \$2,310 to 2009 budget for social committee
- Bought recreation equipment (soccer goals, tether balls, etc) \$2650 without spending from reserves (not budgeted)
- Paid for all sidewalk repairs without having to spend out of Reserves (budgeted \$5,500 spent \$10,300)
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Steve Sargent gave the 2008 Estates at Windermere HOA - Presidents Year End Report

Special thanks to Kathie Glass and Dennis McCarthy for their efforts and contributions while serving as members of the board of directors.

Thanks again to the board of directors, committee members, and project volunteers for their time, energy, and the dedication required to complete these projects, and special community events...Thank you all !!!

It's been a busy year; I have listed the Estates at Windermere Home Owners Associations (EAW HOA) completed community projects below:

Completed: Required Road Inspections

Completed: Thermoplastic road re-striping and road markers installation

Completed: Sidewalk, curb, and general concrete repairs

Completed: Final phase of community signage replacement

Completed: Pressure cleaning of sidewalks, curbs, community fencing, and entrance walls

Completed: Progress Energy street light repairs

Completed: Gate house repairs / maintenance

Completed: ReNew Grant Entrance lighting project

Completed: Replacement of some parkway Oaks

Completed: New picnic table, and waste container purchased for the play park area

Completed: New bench and waste container purchased and placed on the tennis court

Completed: New soccer goals, tetherball, and volleyball equipment purchased for the play

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park area.

Kathie Glass and Dennis McCarthy have decided not to be on the board for the coming year. Since no other owners have offered to serve that leaves only five (5) possible members. Kathy Sheppard made a motion to reduce the number of board members from 7 to 5. Steve gave a second and the motion passed unanimously.

All 5 candidates on the ballot were automatically elected. The new Directors are:

Kyle Brown  
Steve Sargent  
Kathy Sheppard  
Mike Whitethorn  
Jason Gamel

Open Forum brought no comments from the floor

Annual Meeting adjourned at 7:48 p.m.

**DIRECTORS MEETING (After Annual Meeting)**

Directors meeting was called to order at 7:49

Quorum was established.

Election of officers was held. Here are the results:

Kyle Brown -Director  
Steve Sargent - President  
Kathy Sheppard - Treasurer  
Mike Whitethorn - Secretary  
Jason Gamel - Vice President

Steve noted that it had been reported to him that track "J" had had someone mowing in areas that they should not be in. Steve noted we must add to the next meeting Agenda. Rex agreed to do it. The plan for track "J" was discussed. Steve and Kathy both noted it should be on the next meeting agenda.

With no further business the meeting adjourned at 8:08 PM

Respectfully submitted,  
Rex Bowman, LCAM,  
For the Board of Directors