

**Windemere HOA Trustee Meeting Minutes**  
**03/26/20**

Attendees – Ron Simmons, Bob Gardner and Ron O'Rear

**1. Opening**

- Ron Simmons opened the meeting at 6:05 pm.

**2. Meeting Minutes**

- Previous meeting minutes were approved.

**3. Treasurer Report**

- Ron O'Rear reviewed the financial reports. YTD Budget Performance through 02/29/20 is summarized below:

	Budget	Actual	Variance
Income YTD	\$7,350.67	\$7,885.77	\$535.10
Expenses YTD	\$1,197.55	\$1,258.80	(\$61.25)
Net YTD Budget Variance			\$473.85
Cash on Hand at the end of the Month			\$12,399.97

- The financial reports were approved.

**4. Annual Fee Remittal Status**

- Ron O'Rear reported that all payments have been received for the 2020 billing period.
- Analysis of payment receipts indicated that including return envelopes with the billing notices accelerated payments significantly (approximately 10% higher receipts on 1/31/20 versus the same period for the previous year). Return envelope utilization was favorable, with approximate 84% of non-bank draft payments using the envelopes.

**5. Plan Review Committee Report**

- No new requests were received during the month.

**6. Other New Business**

- Garbage Collection - Ron Simmons reported that he was able to make contact with Rumpke in an effort to determine if we might be able to negotiate a reduced group rate for trash collection services. Ron proposed a monthly rate of \$15 per property if the HOA were to enlist the majority of properties and pay Rumpke via a single annual payment. The HOA would collect the \$180 fee from each property owner in conjunction with the annual HOA fee billing cycle. Ron is currently waiting to hear from Rumpke.
- Annual Audit - Ron O'Rear reported that the Annual Audit has been completed, resulting in favorable findings.
- 2019 Taxes - Ron O'Rear reported that the 2019 taxes have been completed and filed.
- Web Site Space - Ron O'Rear mentioned that we have utilized all of the storage capacity available for the HOA website. Ron and Rick Courtney have agreed to begin purging the oldest documents on a rolling basis to be able to continue working within the available capacity. The trustees support this approach.

**7. Closing & Next Meeting**

- Next Trustee Meeting – is set for 2pm on 04/16/20 Ron O'Rears' home.
- Ron Simmons closed the meeting at 6:30 pm.

Prepared by Bob Gardner  
03/29/20