

# The Lakes of Windermere Community Association

6972 Lake Gloria Blvd  
Orlando, Florida 32809  
Jill Rygh, LCAM, CMCA, AMS, PCAM

**Date:** November 13, 2018

**Time:** 7:00pm

**Location:** Windermere Prep School  
6189 Winter Garden Vineland Rd.  
Windermere, FL 34786

## MINUTES

**I. CALL TO ORDER:** 7:01pm

**II. ESTABLISHMENT OF BOARD QUORUM PRESENT:**

Jon Johnston – Present  
Kristin Donovan - Present  
Danny Curbelo- Present  
Paul Marcoccia – Arrives after call to order  
Teresa O'Brien- ABSENT  
Helen Barker- Present by phone

Jill Rygh from Leland management is present as well.

**III. PROOF OF MEETING NOTICE:** Notice was posted on the community bulletin board 48hrs in advance of the meeting per Florida Statutes and on the community website.

**IV. APPROVAL OF PREVIOUS MEETING MINUTES:** Kristin **MOTIONS** to approve the October 9, 2018 minutes, Danny seconds, unanimous.

**V. FINANCIALS/COLLECTIONS:**

- a. October 2018 Financials are provided to the board.
- b. Delinquent statements in process of being sent out.
- c. Collection Report- Updated delinquency list has been provided.
- d. Reserve accounts- Jon explains to the board and homeowners that the current reserves are set up as component reserves. The accountant's recommendation is to change from component reserves to pooled reserves. Jon **MOTIONS** to switch from component reserves to pooled reserves contingent upon the attorney's approval (written letter) with respect to Florida law, Kristin seconds, unanimous.
- e. Fountain analyzation for costs to run- The board discusses possibly changing the run times for the fountain. The board requests Leland to provide copies of all fountain electrical related invoices for 2017 and 2018. **- JILL**

**VI. OLD BUSINESS:**

- a. Monk property- Paul gives the board an update that the Monk property is submitting new plans to the city board.

- b. Tree Trimming at pool- Estimates were provided to the board for review. Jill is in process of obtaining vendor's estimate. - JILL
- c. Volleyball estimate for poles and sand – Jon MOTIONS to approve to proceed with the new crank, net, and poles not to exceed \$1825 and \$4,075 for sand pending additional estimates, motion fails. - TABLE
- d. Exact location of new bench- Jon has sent map with location of where new bench is to be installed to manager which has been provided to Honel.

**VII. NEW BUSINESS:**

- a. Holiday lights are scheduled to be installed by Honel this week
- b. Holiday flowers have been ordered and will be installed next week by the landscaper.
- c. Open board position - Danny MOTIONS to appoint Peter Pawelczak to the board of directors, Paul seconds, unanimous. Jill will send board certification information to Peter. - JILL
- d. 2019 Meeting dates- Jan 8, Feb 12, March 12, April 9, May 14, June 11, July 9, August 13, Sept 10, Oct 8 (Annual and Budget), Nov 12
- e. Jill to get information on church meeting space for 2019 meetings. - JILL

**VIII. ADJOURNMENT:** 8:26pm Jon MOTIONS to adjourn, Kristin seconds, unanimous.

**Items in progress/completed**

1. Second round of pine trees to be removed has been completed.
2. Soccer goals have been installed at the field near the volleyball court.
3. Fountain has been installed on Hawkstone.
4. Gate at Droxford playground has been repaired.
5. New park bench is still in process from the manufacturer.
6. Lights at entrance have been reported to the vendor to repair.
7. Pump for well has been repaired with a new part. Additional work needs to be done.
8. Statements for small past due balances are in process.
9. Manager has secured the garage organization company for the fall festival.
10. Estimates for tree trimming at the pool have been received and reviewed by the board.
11. Manager has sent fountain amp/HP to Danny for assessment.
12. Push button at the pool was repaired.
13. Basketball area irrigation was reported to the water department and repaired.
14. Manager has contacted Sport Court for volleyball court repairs/estimates to straighten poles and add more sand.
15. Flowers were installed at the gazebo for the fall festival by the landscaper.
16. Fence was repaired at the basketball court and the main entrance.
17. Manager contacted several realtors regarding out of compliance signs in the front yards.
18. Fall festival check was sent to the board president for reimbursement. Check for Halloween party was sent to the homeowner with board approval for reimbursement.

**Board Members- 1 year term**

Jon Johnston - President  
Kristin Donovan - Treasurer  
Danny Curbelo - Director  
Paul Marcoccia –Secretary  
Peter Pawelczak- Director  
Teresa O’Brien- Vice President  
Helen Barker- Director

**Upcoming Meetings and Events**

2019 Dates to be determined

**Websites:** [www.Lakesofwindermere-hoa.com](http://www.Lakesofwindermere-hoa.com) and [www.LakesofWindermereARB@gmail.com](mailto:www.LakesofWindermereARB@gmail.com)