

APPROVED
WINDERMERE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 21, 2025

Minutes of the Board of Directors Meeting of the Windermere Homeowners Association, Fishers, Indiana, held virtually via Zoom Virtual Meetings on April 21, 2025.

1. CALL TO ORDER

President Don Wyatt called the meeting to order at 7:02 P.M.

2. ROLL CALL / QUORUM ESTABLISHED

Officers Present:

Don Wyatt, President (term January 1, 2025 - January 1, 2027)
Greg Estell, Vice-President (term January 1, 2025 - January 1, 2027)
Robert Ware, Secretary (term February 19, 2024 – January 1, 2026)
Beverly Jackson, Treasurer (term January 20, 2025 – January 1, 2026)
Brent Huber, Member at Large (term January 1, 2025 – January 1, 2027)

Also Present:

Dana Stout, Property Manager, Association Management, Inc. (AMI)
Meg Shanley, Landscape Committee, Windermere Homeowner

3. PUBLIC FORUM

Except for Windermere HOA board members, and the Landscape Committee chair, there were no homeowners present at tonight's meeting.

4. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 17, 2025

The March 17, 2025 meeting minutes were reviewed. Motion made by Treasurer to approve the submitted minutes; seconded by President. Motion carried.

5. TREASURER'S REPORT

Additional financial information needs to be collected and reviewed prior to the completion of the 2024 Annual Financial Report and approval by the board.

(Action Item #001: Prepare 2024 Annual Financial Report; Assignee: Beverly Jackson; Date Assigned: March 17, 2025; Due Date: April 21, 2025; Status: Past Due).

Total outstanding assessments total \$10,421.24, representing 13 properties.

6. COMMITTEE REPORTS

Architectural Review Committee:

There are two (2) open architectural requests currently under review by the architectural review committee (ARC).

Landscape Committee:

The landscape committee presented a lengthy report of current community-wide landscaping activities (planting of annual, seasonal flowers, fertilizing, mulching, spring clean-up, and mowing). Numerous action items have been created. Per amended agreement, Encore is required to notify the landscape committee in advance of work being done.

Final proposed designs for the 96th Street / Windermere Blvd. entrance and pool house has been sent to the Board for review, approval and project bids. Board has requested that the pool house landscaping be given priority so that work is completed prior to the 2025 pool opening. Upon vendor selection, the pool house landscaping is expected to be completed within two or three days.

To protect an aggressive schedule for landscaping the pool house, the bid package needs to be prepared and sent to contractors by May 6, 2025, requesting a prompt reply.

(Action Item #002: Prepare and send bid package to landscape contractors; Assignee: Dana Stout, Don Wyatt, Meg Shanley; Date Assigned April 21, 2025; Due Date: May 6, 2025, Status: Open).

Tree and shrub trimming along Windermere Blvd. from 96th Street to 106th Street needs to be performed.

(Action Item #003: Request quote(s) for tree and shrub trimming on Windermere Blvd. from 96th Street to 106th Street; Assignee: Dana Stout; Date Assigned: April 21, 2025; Due Date: May 6, 2025; Status: Open).

Landscaping opportunities exists in rejuvenation pruning of established, very large shrubs along Windermere Blvd. (between 96th Street and Mollenkopf Road). Many of these plants have become too large to adequately prune from the ground. Board direction is requested.

(Action Item #004: Contractor to provide Google map of specific plants to be pruned; Assignee: Dana Stout; Date Assigned: April 21, 2025; Due Date: May 6, 2025; Status: Open).

Encore has provided an estimate to remove a large white pine tree, located in the NW area of Windermere Blvd. and Parkway Drive that was knocked down by strong winds.

(Action Item #005: Authorize approval; Assignee: Dana Stout and Don Wyatt; Date Assigned April 21, 2025; Due Date: April 30, 2025, Status: Open).

Contractor identified a deep rut, located behind the tennis courts that appears to be caused by the driver of a car or truck, and has provided an estimate to fill, seed and cover with straw. (Action Item #006: Authorize approval; Assignee: Dana Stout and Don Wyatt; Date Assigned April 21, 2025; Due Date: April 30, 2025, Status: Open).

For those areas that will receive some sunlight, the contractor suggested top dress, seeding and straw mat to address bare, sparse areas community-wide, specifically north side of Parkway Drive between Woodlands Drive and Windermere Blvd., and the island on Parkway Drive and the area around the island at Fairwoods Drive and Windermere Pass. The work to be performed in the fall. Encore further suggested mulch in areas with dense shade, seeding east side of Windermere Blvd. at Fairwoods Drive and mulching the west side, based on available sunlight. (Action Item #006: Authorize approval; Assignee: Dana Stout and Don Wyatt; Date Assigned April 21, 2025; Due Date: May 31, 2025, Status: Open).

Weeds in landscape beds will be managed weekly; consideration needs to be given to windy days.

Landscape committee asks that homeowner complaints regarding turf and landscape be accompanied by photos and specific location for adequate and timely follow up.

Playground Committee:

Playground equipment delivery and installation has been completed despite inclement weather. President has contacted playground contractor (AAA State of Play) to discuss parking lot damage, landscape damage, and soil on asphalt) that may result in withholding part of the final payment.

(Action Item: #007 Obtain quotes for resurfacing and striping the Windermere parking lot; Assignee: Dana Stout; Date Assigned: April 21, 2025; Due Date: May 6, 2025; Status: Open).

Events Committee:

The Events Committee, assisted by AAA State of Play, conducted the combination Playground Grand Opening and Easter Egg Hunt on Saturday April 12, 2025. The co-chairs of the events committee, personally donated \$400 towards the purchasing of event and contest prizes. Over 100 children participated in the search for Easter eggs. Hidden throughout the park were special golden eggs that could be redeemed for prizes. The addition to the event being well-received, there were numerous positive comments about the playground's appearance.

Pool Membership:

The 2025 Windermere Pool opening is expected to take place May 24, 2025.

Pool and Concession Stand Operation

The concession stand canopy has been installed and the contractor invoice has been paid. No further action is required.

Insurance:

Insurance policies have been formally issued with semi-annual premiums.

(Action Item #008: Request refund, if any, from previous insurer; Assignee: Dana Stout and Don Wyatt; Date Assigned: April 21, 2025; Due Date: May 6, 2025; Status: Open).

Community-wide Inspection:

Throughout 2025, AMI will continue to conduct community neighborhood inspections to ensure compliance with covenants.

(Action Item #009: Conduct community-wide inspections; Assignee: Dana Stout; Date Assigned: April 21, 2025; Due Date: Ongoing, Status: Open)

96th & Windermere Blvd Signage:

The person responsible for the damaged entryway signage has been identified and has been requested to pay for damages. Since work continues to find a vendor that can provide replacement scrolls for the signage, the responsible party will be sent two invoices – one for the post and one for the signage.

Street signage throughout Windermere is not in compliance with the federal standards that require black lettering on a white background that is reflective. The start date, project milestones and cost estimate would need to be identified and presented to the board for discussion and action.

(Action Item #010: Create a database of required street signage; Assignee: Don Wyatt; Date Assigned: March 17, 2025; Due Date: March 31, 2025; Status: Closed, an unverified 42 intersections that require 84 street signs; Further Action: Tabled)

Windermere Monument Work:

The bid package for Windermere monument work has been distributed to several contractors.

(Action Item #011: Present contractor quotes to board for further action, Assignee: Dana Stout; Date Assigned: April 21, 2025; Due Date: May 19, 2025; Status: Open).

Sports Courts:

Contractor (Leslie Coatings) has agreed to complete work on the tennis and pickleball courts at an additional cost of \$5,000 with the work to be completed by Memorial Day 2025.

(Action Item #012: Send reminder notice to contractor (Leslie Coatings); Assignee: Dana Stout; Date Assigned: April 21, 2025; Due Date: May 6, 2025; Status: Open).

Common Area Adjacent to the Golf Course:

Discussion was held concerning a piece of common area that is adjacent to the golf course.

Early in Windermere's development there may have been a gravel walking path that was later converted by someone to turf. Presently, the land in question does not provide access for landscaping maintenance.

(Action Item #013: Contact EMP for legal advice concerning this property; Assignee: Dana Stout; Date Assigned March 17, 2025; Due Date: Ongoing; Status: Open)

CCR & By-Law Review:

Discussion concerning the existing Windermere covenants took place. The document(s) need to be reviewed to remove language that is no longer relevant, consider additional control of rental properties, open pool membership to all property owners and residents with costs built into HOA assessments, clarify and improve Article XII and XIII (Architectural Standards and Use Restrictions), update quorum and voting requirements for Annual Meetings, and revisions to CCR and By-Laws.

Whitney Kessler, Brian Butler, Beverly Jackson, Brent Huber, and Greg Estell have volunteered to serve on the Covenants Committee. Motion made by President to accept their offer to serve; seconded by Member-at-Large Huber. Motion carried.

(Action Item #014: Identify Covenant Committee Chair, Assignee: Greg Estell; Date Assigned: 21 April 2025; Due Date: 6 May 2025; Status: Open).

(Action Item #015: Obtain written agreement to Windermere HOA Ethics Statement from all Covenant members, Assignee: Dana Stout, Date Assigned: April 21, 2025; Due Date: May 6, 2025; Status: Open).

2025 Committee Authorizations:

During the February 2025 meeting, discussion concerning the 2025 committee authorizations took place. Motion was made by President to approve only the structure of the committee authorization, seconded by Secretary. Motion carried.

Open positions exist within several committees (landscaping, pool, communication, community events, budget/finance and covenant compliance) for Windermere homeowners to volunteer and serve their community.

Windermere HOA Action Items:

The status of all action items (action, assignee, date assigned, due date, and status) to be presented at each monthly meeting. The monthly meeting agenda needs to provide sufficient time allocated for this to take place.

(Action Item #016: Action Item Time Slot, Assignee: Dana Stout; Date Assigned March 17, 2025; Due Date: Ongoing; Status: Open)

7. NEXT MEETING

The next monthly meeting is to be held on May 19, 2025, at 7:00 P.M., via Zoom Virtual Meetings.

The board meeting adjourned at 9:04 P.M.

These minutes were submitted to the Board of Directors.

Robert Ware, Secretary
April 21, 2025