

**WYNDEMERE HOMEOWNERS ASSOCIATION, INC.**  
**Board of Governors Meeting**  
**March 21, 2023**  
**Minutes**

A meeting of the Board of Governors was held in the Conference Room at Wyndemere Country Club. The meeting was properly noticed.

**CALL TO ORDER**

President Chrestensen called the meeting to order at 3:00 p.m. A quorum was present.

**GOVERNORS PRESENT**

Paul Chrestensen, President	Robert Hielscher
Ronald Coleman, Vice President	Georgette LeBlanc
Lloyd Wennlund, Secretary	Scott McDonald
Robert Anderson, Treasurer	Elizabeth Murray
Roger Battistella	Buzz Pelland
Al Chircop	Larry Stone
Kathleen Cosgrove (phone)	

**ALSO PRESENT**

Kevin Killilea  
Christina Lindgren (phone)  
David Nourse  
Heather Goodwin, Executive Director  
Patty Scherry, Administrative Specialist

**APPROVAL OF MINUTES**

**MOTION by Mr. Hielscher to approve the minutes for the January 17, 2023, meeting. Second by Mr. Chircop. MOTION CARRIED, Unanimous.**

**CLUB UPDATE**

Club President Lavidas gave a brief update on the Club. Surveys were sent out and there will be a town hall meeting on April 5, 2023, followed by another one in the summer months to determine which potential projects the members would like the Club to pursue. They are on budget for February; however, they might go over budget with necessities like payroll in order to keep present staff. They have a no-borrowing clause in effect until 2028 unless members vote for an assessment.

**PRESIDENT'S REPORT**

Mr. Chrestensen gave a brief overview of some of his many accomplishments during his tenure:

- Implemented new owner assessment and we collected \$112K in 2022.
- Adopted Resolution to address inappropriate behavior towards WHOA staff.
- Revisited speeding concerns and continued WHOA's proactive steps to address this.
- Implemented trial reduction in Privacy roving patrol during off-peak hours, which will result in annual savings of approximately \$100,000.
- Generator installed at the gatehouse.

## **EXECUTIVE DIRECTOR'S REPORT**

**WHOA Newsletter:** We have outsourced the production of our quarterly newsletter, as the process is very time-consuming for our staff. Our team will continue to gather and compose the content, and a graphic designer will take care of the formatting and design.

**Staff Update:** We are still actively working to fill the Assistant Comptroller position. In addition to posting the job online, we have contacted temp-to-hire agencies, recruiters, and Florida Gulf Coast University. Suzanne Gephart is continuing to assist us on a part-time basis.

The intention has been to have a back-up for our Maintenance Supervisor. Due to unexpected staff departures, we no longer have someone in this role. Our new Maintenance Supervisor, Todd (T.J.) Serviss, is working diligently to streamline troubleshooting, repair, and maintenance of our irrigation system. He needs additional manpower and would like to hire a full-time employee whose primary focus would be on irrigation. This individual would also be trained to provide coverage for him when he is out. We do not have funds for this in the 2023 budget but would like to proceed so we can provide the support that he needs. **MOTION by Mr. Wennlund to approve the hiring of an additional staff member to assist our Maintenance Supervisor. Second by Dr. Stone. MOTION CARRIED, Unanimous.**

## **TREASURER'S REPORT**

**Financial Report:** Year-end 2022 financial results were presented. The ending fund balances were \$220,646 for the Operating Fund and \$993,246 for the Replacement Fund. We had budgeted for a \$81K deficit, but the actual result was a \$21K deficit. A summary of the January 2023 financials was also presented. The ending fund balance was \$265,066 for the Operating Fund and \$1,063,612 for the Replacement Fund.

Comptroller Mercy Lamelas has set up CDs for both our Operating and Replacement Funds. They will earn a total of approximately \$55K per year in interest.

## **COMMITTEE REPORTS**

**ARC:** The Master ARC had requested an addition to the Tree Removal Policy to clarify who is responsible for removing and replacing trees. The proposed language was as follows: *Removal of a tree and the stump, as well as replacing the tree, is at the expense of the resident.* Discussion on amending the proposed language by changing the word *resident* to *owner*. **MOTION by Mr. Wennlund to approve the proposed Tree Removal Policy as amended. Second by Mr. Chircop. MOTION CARRIED, Unanimous.**

**Facilities & Planning:** Mr. Hielscher and Mr. Pelland shared a letter from member Rob Henry to the Club's Board outlining his concerns about a recent survey from their Strategic Planning Committee. He noted the need for their Board to share with members any information they have regarding probable future WHOA and other HOA dues increases, assessments or special assessments relating to unfunded or underfunded capital infrastructure or other projects so members can take this into consideration when contemplating potential projects for the Club.

The most immediate capital need facing WHOA is repairs and improvements to the irrigation system. Gaps between reserves and project costs may require funding through higher quarterly dues or a special assessment.

After a lengthy discussion, it was decided that a letter from the Board should be sent to all residents to alert them to WHOA's upcoming irrigation needs.

Discussion efforts to improve communication between WHOA and the Club. A suggestion was made that WHOA should have a non-voting member on the Club's Board and the Club should have a non-voting member on WHOA's Board. Mr. Wennlund, who serves on the Club's Strategic Planning Committee, proposed that we place this in our Bylaws and work with the proper individuals at the Club to make this happen.

Discussion on purchasing two new speed radar signs that can be rotated throughout the community. Total cost is \$6,840. **MOTION by Mr. Battistella to approve the purchase of two new speed radar signs. Second Dr. Stone. MOTION CARRIED, Unanimous.**

**Landscape:** A summary of the Landscape Committee's recent tour of the property with WHOA's landscaper was presented:

- Shrubs and trees were evaluated for removal, replacement and/or trimming; many were damaged by wind or saltwater spray from Hurricane Ian.
- Shrubs to enhance parks, paths and monuments were discussed.
- Palms to help screen view of construction trucks and dirt pile on other side of perimeter wall near the labyrinth will be installed in April 2023.
- Adding trees to enhance Edgemere Way South was discussed.

**RATIFICATION OF PREVIOUS ACTIONS: MOTION by Mr. Anderson to ratify all actions taken and all resolutions adopted by the Board and its various committees from March 15, 2022 through March 21, 2023. Second by Mr. Pelland. MOTION CARRIED, Unanimous.**

**ACKNOWLEDGEMENT OF DEPARTING GOVERNORS/WELCOMING NEW GOVERNORS**

Mr. Chrestensen thanked the departing governors, Mr. Hess and Mr. Hielscher, for their service and welcomed the three new governors, Mr. David Nourse, Ms. Christina Lindgren and Ms. Susan Stanley.

**ADJOURNMENT**

**MOTION by Mr. Wennlund to adjourn at 4:30 p.m. Second by Mr. Anderson. MOTION CARRIED, Unanimous.**