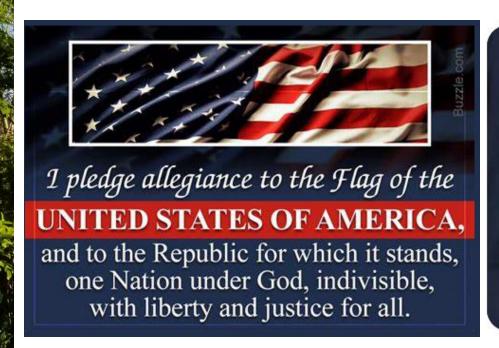


TO THE WINDSOR LAKES HOA 15TH ANNUAL BOARD OF DIRECTORS MEETING!







Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible. - Texas Pledge of Allegiance





Windsor Lakes Homeowners Association

2022 Annual Meeting



ORDER OF BUSINESS

- Call To Order, Welcome, Introductions
- Approval of 2021 Meeting Minutes
- President's Report 2021/2022
 Review & Look Ahead to 2022/2023
- Treasurer's Report 2021 Financial Report & 2022 Budget
- Service Recognitions
- New Board Members Affirmation
- Open Forum
- Adjournment





Board Members

- Mike Miller, President
- Michael Dalke, Vice President
- Janet Tooman, Treasurer
- Patrick Cleary, Secretary
- Jim Cherry, Property Manager

Community Manager

• **Drew Jones**, – Sterling Association, Services Inc.







Homeowners Association

MISSION STATEMENT

As Board members we give of our time and talents to fulfill...

"The mission of our association is to maintain and grow the value of our community and individual homes, while providing a desirable quality of life for all residents."





Homeowners Association

WINDSOR LAKES HOA BOARD

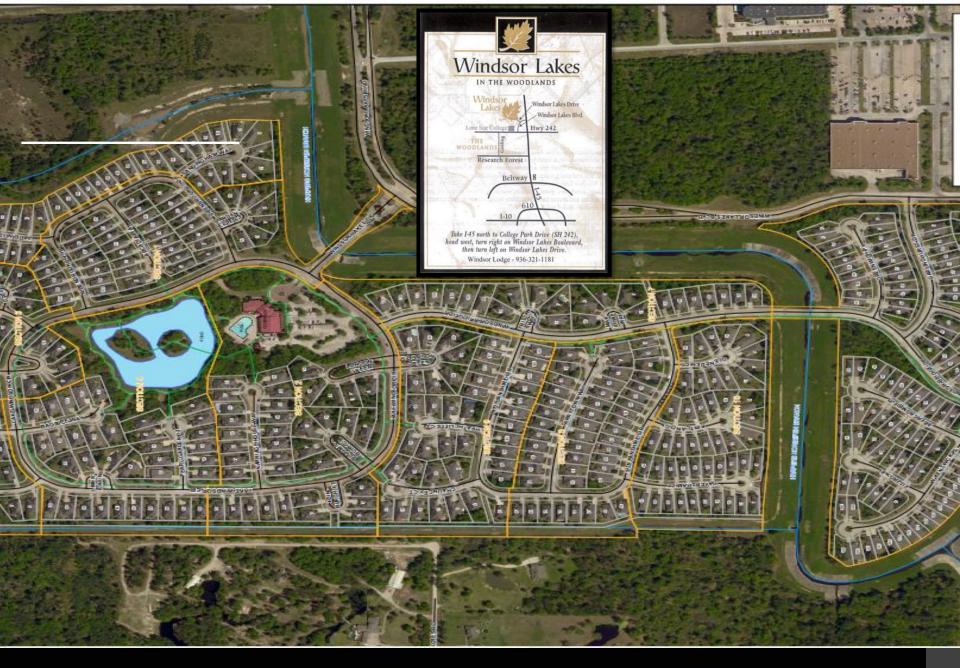
- ✓ This has been our 15th year as a homeowner association, representing all homeowners as the Board of Directors.
- ✓ We are pleased to tell you that our association is financially sound, and the mission of the association is being achieved.

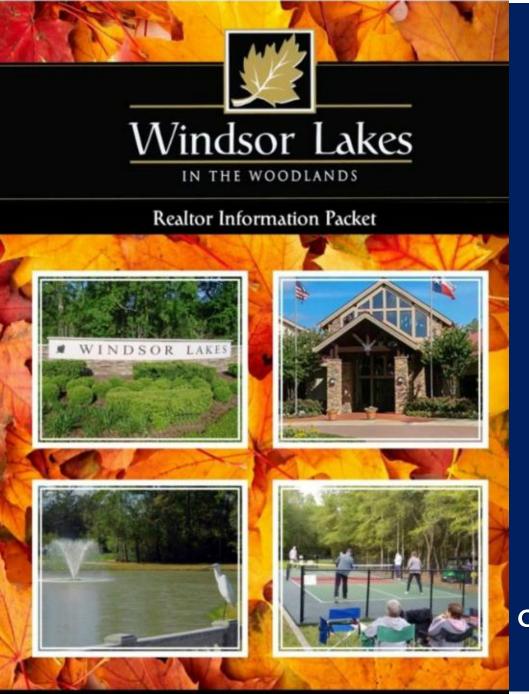




ROLE OF THE HOA BOARD

- Protect homeowner values.
- Supervision of association business.
 - Contracts, Insurance, AP, Financial Management, Collections.
- Governance of Association
 - Developing policy to manage association & daily operation.
- Fostering Community
 - Oversight of facilities, property, amenities & activities to promote resident interaction





Amenities Include 12,000 sq. ft. Clubhouse **Full-Time Staff** 125K gallon Pool + SPA **Fitness Room Library & Computer Room Pool Tables** Shuffleboard **Arts & Crafts Room** Ballroom with Stage + **Audio Visual System + Programs & Speakers Catering Kitchen & more Outdoor Activities Bocce Ball Court Pickleball Court Extensive Walkways Around the** Community, Lake & Bridges Gate & Bridge which connects to the **Lone Star College**



As a restricted 55+ community there are certain requirements set by the U.S. Department of Housing and

the U.S. Department of Housing and
Urban Development.



The key HUD requirement is that at least 80% of Windsor Lakes households have at least one resident aged 55+. Our number is 98%.

Windsor Lakes Resident Profile
In tracking this data, a detailed analysis
of the demographic information reveals
some interesting information about us.

April 2022 Survey	
Population	849 -38
Average Age	76 +1
Male	39%
Female	61%
Oldest	99 Years Old
Youngest	28 Years Old





BOARD OF DIRECTORS RESPONSIBILITIES INCLUDE...

Clubhouse

- Staff
- Fitness
- Pool
- Parking Lot
- Security
- Safety
- Indoor Amenities

Treasurer

- Financials
- Accounts Receivable
- Tax & Audit
- Reserves
- Insurance Property
 & Townhomes
- Cash & Investments

Governance & Communications

- Standards
- Legal
- HUD Compliance
- Management Company Liaison
- Communications (Newsletters, etc.)
- Board Meetings



Secretary

- Minutes
- ARC Liaison
- Board Action List

Property Manager Community

- Entrance Gates
- Common Areas Lawn
 Care and Tree Trimming
- Fountains
- Outdoor Amenities
 Maintenance
- Sidewalk Repair
- Bridges (Inspection)
- Streets
- Guard House

Residential

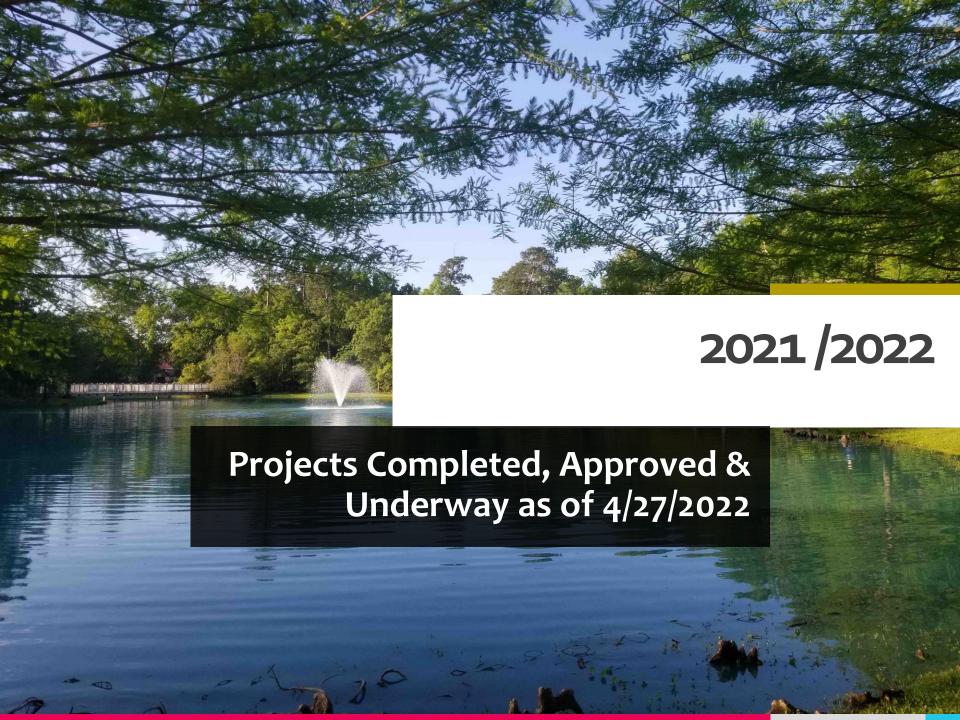
- House Painting
- Front Door Refinishing
- Fences (Wood & Metal)
- Townhome Roof Replacement
- Residential Standards Compliance Liaison
- Lawn Service Liaison

- ➤ Janet Tooman continued in her 3rd year as Board Treasurer overseeing all things financial and continued to manage our Association insurance programs. Janet will present the Treasurer's report in a few minutes
- ➤ Board Member Jim Cherry was re-elected to the Board and continued in his 3rd year in his role as Property Manger.
- Mike Miller As President of the Board, in addition to remaining the Board liaison with the Lawn Service Provider, Communication Platforms Oversight & strategic planning.

"As your Board, we believe the HOA organization remains strong and we have diligently to continue the improvement of general business practices."

- New Board Member Michael Dalke joined the Board as Vice President with primary responsibilities of the clubhouse operation, continued refining of performance standards with our staff and vendors.
- New Board Member Patrick Cleary joined the Board as Secretary & liaison to the Architecture Review Committee.

As individual board members, and collectively as a Board, we are finishing this association even stronger and committed.



2021 Quick Review



2021 Completed Projects



- √ Update and improve the air filtration system in Windsor Lodge
- \checkmark Phase two (2) of the House Painting project



- √ Door refinishing project, phase two (2)
- √ Rebuilding of the Windsor Lodge sound system in the Ballroom, to include some video capabilities
- √ Landscaping of the outdoor activity area of Windsor Lodge including the pickleball court
- √ Iron fence painting/repair/replacement project Phase three (3)
- √ Re-stripe the Windsor Lodge parking lot
- Professional inspection of Windsor Lakes' two bridges

Additional Projects Completed

















- 1. Pool table refurbishment
- 2. New shuffleboard table
- 3. Clubhouse parking light replacement
- 4. Various tree pruning
- 5. Outdoors Cameras Entrance & Back
- 6. Fitness center indoor camera
- 7. 2022 Landscaping Proposal









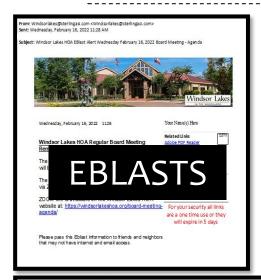
COMMUNICATIONS





572 Homes

~850 Residents











Block Captains









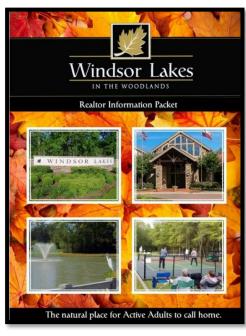
WELCOME COMMITTEE MEMBERS

Gaye Hobbs

Denise Cleary

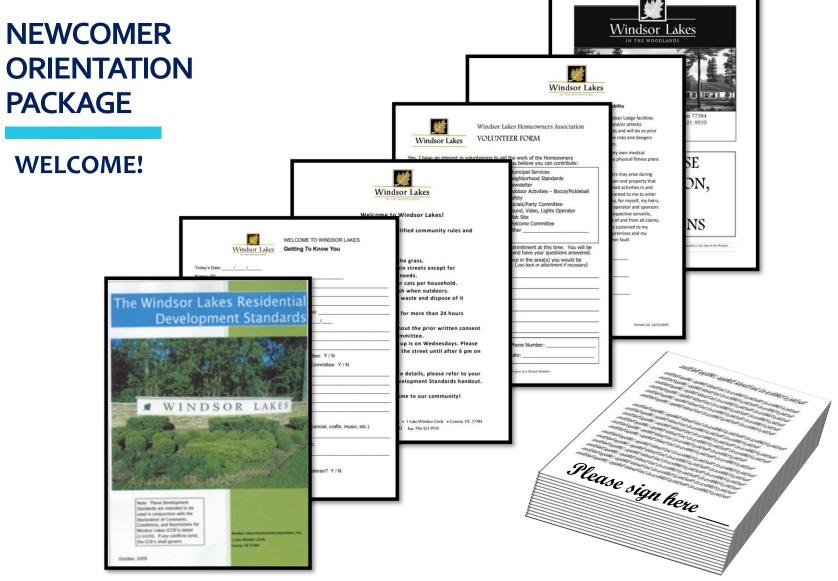
Louise McTear (Staff Liaison)

Last year we had over 50 homes sold in the community.
This year ~ 20



THE WELCOME COMMITTEE





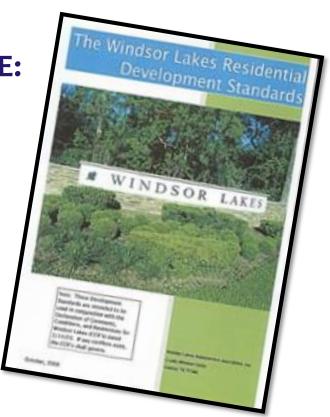


ARCHITECTURAL REVIEW COMMITTEE

The neighborhood Standards Committee (NCS) and the Architectural Review Committee (ARC) is made up of homeowner volunteers.

VOLUNTEERS FOR THE COMMITTEE:

- John Corey (Chairman)
- Lynn Shoop
- Steve Bertone
- Pete Terminie
- Patrick Cleary (Board Liaison)





ARC submittals are being processed by email. The committee has been processing forms as they arrive.

CURRENT YEAR

April 2021 – April 2022

The committee considered 87 home improvement change requests this association year, with 86 approved and 1 denial.

- ➤ The top three requests were:
 - 1. Electric generators 21
 - 2. Roof replacement 16
 - 3. Tree removal 15

Denials: Fence ornament.

PRIOR YEAR

April 2020 – April 2021

The committee considered 108 home improvement change requests this association year, with 104 approved and 4 denials.

- ➤ The top three requests were:
 - 1. Tree removal 27
 - 2. Roof replacement 19
 - 3. Electrical generators 14

Denials included: solar panels

- . because of location, and
- change of roof color.



WINDSOR LAKESTRAVELERS MEMBERS

Mary Dale Scoggins (Chair)

Kay Avary

Larry Eastman

Linda Eastman

Fran Hanseler

Donna Hinman

Cindy Keller

Carol Lobb

Mike Miller (Board Liaison)



WINDSOR LAKES TRAVELERS COMMITTEE



March CASINO TRIP

AS SEEN ON facebook

2022 SCHEDULED EVENTS

May 14 Forever Motown

June Horse Races

July Astro's Game

August George H. W. Bush Presidential

Library & Museum

- College Station (1 night hotel stay)

September Painted Churches

October San Antonio –

3-night stay, hopefully on Riverwalk

November St. Arnold's Brewery

Houston, Texas Tenors

- Saturday after Thanksgiving (11/26)

April GALVESTON TRIP



Other destinations discussed for 2023: Broadway Show, Rodeo, Cirque du Soleil, Branson, Missouri (Fall 2023)



PARTY COMMITTEE MEMBERS

Gerri Green - Chair

Bill Green - Vice Chair

Wanda Barham

George Cervantes

JoAnne Chyla

Dessie Clark

Mary Ann Hunt Sortori

Linda Hurley

Dotty Iversen

Lee Juday

Kathy Raines

Patti Thompson

Lisa Williamson (Staff Liaison)





2021/2022 Report WINDSOR LAKES PARTY COMMITTEE





Feb 19 Mardi Gras

2022 SCHEDULED EVENTS

Apr 29 Pool Party Social

Jun 17 Sweet Mama Cotton – Social

• Jul 2 Patriotic Party

Oct 8 Classic Rock & Roll

• TBD Thanksgiving Party

• Dec 3 Annual Christmas Party

• Dec 10 Christmas / Holiday Brunch

2021/2022 Report Landscape Committee



MEMBERS

Cindy Keller
Loretta Turner
Jim Cherry (Board Liaison)





EXCITING NEWS.....

Refreshed and updated Landscaping coming soon to clubhouse area.



Lawn Service Committee

2021/2022 Report

MEMBERS

Mary Scoggins

Mike Miller (Board Liaison)

Charter

- Coordinate Efforts Between
 Windsor Lakes Lawn Service, the
 Boards & Residents
- Assist with Ensuring Lawn Service Provider and Windsor Lakes Resident's Need are Met
- Provide Weekly Updates on Services to be Provided



LIBRARY COMMITTEE

MEMBERS

Jan Rouston - Chair

Barbara Adams

Georgie Gelormini

Gerri Gemmola

Marilyn Mays

Jane Jezierski

Mike Miller (Board Liaison)

"The library is a wonderful place that serves the ENTIRE Windsor Lakes community."



BOCCE BALL COMMITTEE

ORGANIZERS

Steve Bertone - Spring 2022 Rocky Puryear – Fall 2021 Patrick Cleary (Board Liaison)





CELEBRATING 10 YEARS!



"Jim Beebe and I started playing with white lines painted on the grass." – S. Bertone

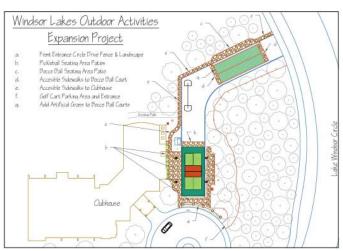
PICKLEBALL COMMITTEE



MEMBERS

Mike Jones Sandra Torsey Cindy Keller Bill Green Andy Ricker

Jim Cherry (Board Liaison)



2021 – Outdoor Expansion Project



2022 - THANK YOU!



2019 – Kathy Raines Introduced Pickleball to Windsor Lakes in the Parking Lot



2020 – Pickleball players group on new court Funded 100% by private donations & donated to our community!

DECORATING COMMITTEE

MEMBERS

Loretta Turner Linda Juday Nancy Jeter Lenora Kurek **Amalia Yates**

Mike Miller (Board Liaison)





2021/2022 Report TOWNHOME COMMITTEES





TOWNHOME ROOFING

Larry Eastman (Chairman)
Stan Everett
Buck Yates
Charles Finley
Wilson Aldridge
Jim Cherry (Board Liaison)

TOWNHOME INSURANCE

Larry Eastman

Susie Monroe

Guy Schroeder

Andy Ricker

Janet Tooman (Board Liaison)





2021/2022 Report



Clubhouse Staff

Hours

Mon 9 AM – 7 PM

Tue 9 AM – 7 PM

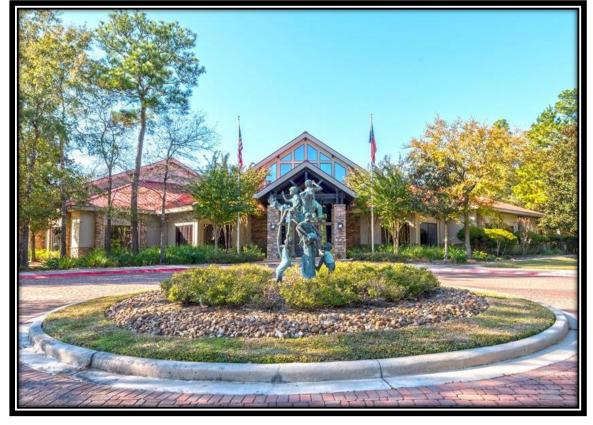
Wed 9 AM – 8 PM

Thu 9 AM - 7 PM

Fri 9 AM – 8 PM

Sat 9 AM – 6 PM

Closed Sunday





Louise McTear

Jose Delgado

Karina Garfias

2021/2022 Report



COMMUNITY MANAGEMENT COMPANY

HOA Management Services & Property Management



Community Manger & Associate
Drew Jones
Lynda Shelton

- Provides full accounting services including preparation of balance sheets, income statements, bank reconciliations, processing of payments and more
- Collection of all revenue and miscellaneous charges, follow-up on the collection of delinquencies; and deposit of funds into Windsor Lakes' account.
- Property inspections & assistance with bylaw and rules enforcement.
- Provides governance guidance and document retention. Board of Directors Meeting Minutes.
- Legislative updates affecting you and your investment. Management and administrative services.
- ❖ Co-Employer of the Windsor Lodge Staff (Employer of Record) which gives them access to health benefits and participation in 401K plans.





FINANCE COMMITTEE

MEMBERS

- Janet Tooman
- Stan Everett
- •Pete Terminie
- Mike Miller





- ✓ Our February financials continue to be strong with assets of over \$2.8M
- ✓ Overdue assessments have increased in 2021 by \$7,500 due to transition of changing our bank remittance from NewFirst to CIT
- ✓ Cash reserves have decreased from 2020 through February 2022 by \$490,000 due to roof replacements and home painting
- ✓ We continue to follow the recommendations in our 5-year Replacement Reserve Report and will adjust accordingly as needs arise



SUMMARY	20	21 Planned	2	021 Actual	20)22 Budget	2022 YTD Feb Actual
OPERATING BUDGET							
Assessments	\$	1,595,016	\$	1,594,781	\$	1,678,272	\$ 279,472
Other Income		53,095		73,614		52,565	14,220
Reserve Contribution		(480,763)		(510,851)		(491,203)	(81,867)
Operating Expenses		(1,165,884)		(1,157,544)		(1,237,523)	(195,506)
Surplus/(Deficit)	\$	1,464	\$	-	\$	2,111	\$ 16,319
RESERVE BUDGET							
Assessments	\$	480,763	\$	510,851	\$	491,203	\$ 81,867
Interest Income	\$	19,649	\$	21,495	\$	4,602	\$ 1,916
Reserve Expenses	\$	(745,995)	\$	(617,220)	\$	(656,640)	\$ (406,418)
Surplus/(Deficit)	\$	(245,583)	\$	(84,874)	\$	(160,835)	\$(322,634)



OPERATING EXPENSES	202	21 Planned	20	021 Actual	20	22 Budget	D22 YTD b Actual
Audit & Taxes	\$	11,800	\$	11,068	\$	10,705	\$ _
Clubhouse Activities	•	25,500		20,993		37,800	4,825
Community Maintenance		155,048		157,881		165,516	29,024
Individual Home Maintenance		458,000		452,706		486,964	74,333
Insurance		128,413		130,051		142,996	24,614
Legal Expenses		8,000		9,011		9,000	250
Office/Administrative		57,783		59,968		61,747	10,064
Other Expenses		4,000		-		4,000	-
Payroll & Related Cost		181,000		182,508		194,350	32,582
Pool/Clubhouse Expenses		68,340		67,387		55,445	10,184
Utilities		68,000		65,970		69,000	9,631
Total Operating Expenses	\$	1,165,884	\$	1,157,544	\$	1,237,523	\$ 195,506



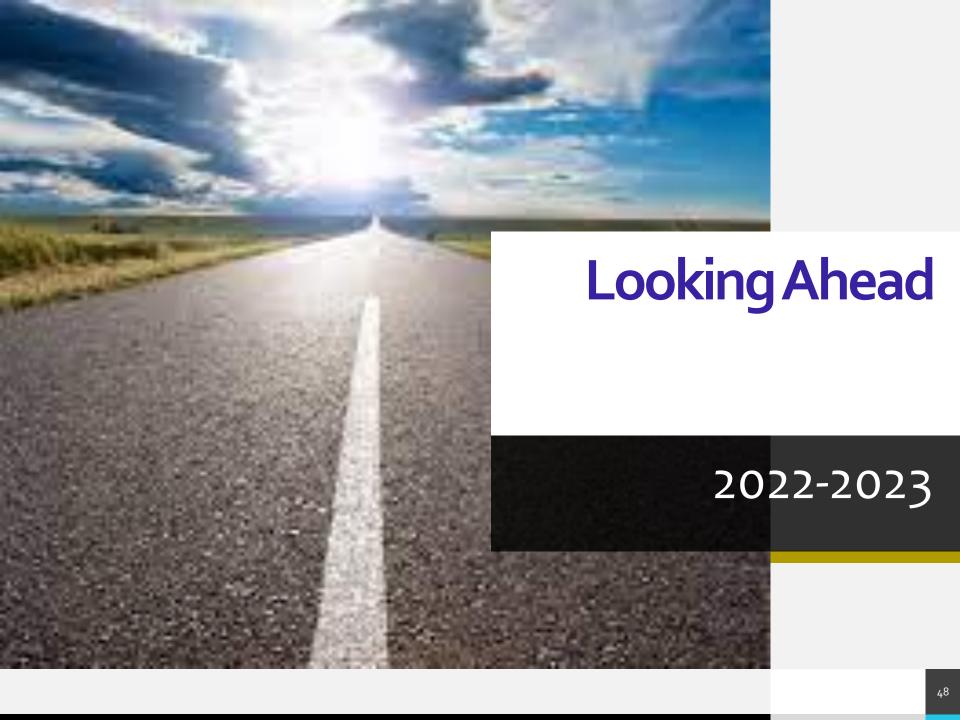
REPLACEMENT RESERVES	•	2021		202	21 Actuals			•	2022	2	022 YTD
REFEACEMENT RESERVES		Budget	Common	То	wnhouse		Total	-	Budget	Fe	eb Actual
Revenues from Assessments	\$	480,763	\$ 382,772	\$	128,079	\$	510,851	\$	491,203	\$	81,867
Interest Income	\$	19,649	12,925		8,569		21,495	\$	4,602	\$	1,916
Total Revenue	,	500,412	\$ 395,698	\$	136,648	\$	532,346	\$	495,805	\$	83,783
Roof Replacement	\$	476,000			128,622		128,622	\$	428,040	\$	282,675
Outdoor Activities Area	Ψ	470,000	64,148		120,022		64,148	Ψ	420,040	Ψ	202,073
Wood & Iron Fences	\$	29,518	28,995				28,995	\$	21,700	\$	8,142
	•	•	•				•		· ·	φ	0,142
Sidewalk Repairs	\$	10,000	1,470				1,470	\$	10,000		
Air Conditioning	\$	15,000	91,402				91,402				
Ballroom Sound System	\$	20,000	34,610				34,610				
Fitness Room Improvements	\$	8,950	20,295				20,295				
Pool Repair/Improvements	\$	16,600	22,455				22,455	\$	3,100	\$	6,976
Site Improvements			6,723				6,723				
Storm Drainage			16,565				16,565				
House Painting	\$	169,927	201,934				201,934	\$	193,800	\$	108,625
Less due to Operating Fund	-	•	(2,713)				(2,713)	-	•	•	,
Total Expenditures	\$	745,995	\$ 485,885	\$	128,622	\$	614,507	\$	656,640	\$	406,418
Net Addition to Reserves	\$	(245,583)	\$ (90,187)	\$	8,026	* \$	(82,161)	\$	(160,835)	\$	(322,634)
Beginning Balance		2,033,663	1,414,319		619,344		2,033,663	\$	1,951,502		1,951,502
Year End Balance		1,788,080	\$ 1,324,132	\$	627,370	\$	1,951,502	\$			1,628,868



BALANC	E SHEET		Fe	bruary 28, 2022
A.	Year to Date Total Assets		\$	2,817,269
	Operating Fund			1,100,446
	Accounts Receivable			31,951
	Replacement Funds			1,628,868
	Prepaid Expenses			56,003
B.	Total Liabilities and Equity		\$	2,817,269
	Total Current Year Accounts Payable			127,206
	Total Accumulated Operating Retained Earnings			1,061,195
	Total Replacement Prior Year Reserves and YTD Income	2,035,285		
	YTD Replacement Reserve Expense	(406,418)		
	Net Replacement Reserve			1,628,868
	Townhome Roof Reserve	365,229		
	Other Surplus Fund Balance	1,263,639		
		1,628,868		



INCOME	ESTATEMENT		Feb	oruary 28, 2022	Budget
C.	Year to Date Income Expenses Year to Date Operating Balance		\$	211,825 195,506 16,319	206,606 206,253 \$ 352
	Revenues are up \$5,220 mainly due to interest (\$1,365) and late/legal fees (\$3 Expenses are down \$10,748 due to audit/tax and property taxes (\$1,784), we expenses (\$1,150), pool management contract (\$704), Flock cameras (\$1,692 activities (\$1,475), front door refinishing (\$3,825), tree removal (\$1,000), lands (\$3,081), townhome exterior/roof maintenance (\$1,500), legal expenses (\$1,25 fitness equip maintenance (\$485), tool maintenance/repairs (\$401), and utilities are partially offset by timing of mulch (\$7,468), insurance (\$781) and pool LED	bsite 2), clu cape 50), b es (\$1	ubhous mainte ad dek ,869).	enance ot (\$667) These	
D.	Current Month Income Current Month Expenses Month Operating Balance		\$	109,225 103,023 6,201	103,303 103,127 \$ 176
E.	Accounts Receivables in Arrears 1 month or less 2 months 3 months > 3 months	41 11 3 6 61	\$	4,158 3,827 2,674 13,728 24,387	
	Change from December	6	\$	4,587	



Looking Ahead



Board of Directors

- Integrating New Board Members who bring fresh ideas along with new talents and expertise
- Board Orientation (AMI Institute)
- Board Cross-Training
- Continue to Foster the Relationship with our Sister-Community Windsor Hills

Finances

- Maintain Solid Finances
- Reserve Study Refresh
- Safeguard Cash Reserves

Community

- Complete Townhome Roof Replacement 2022 - \$\$\$ Savings
- Door Refinish
- House Painting
- Fence Repair
- Property Re-Fresh & Update As Needed
- Continued Landscape Refresh
- Lawn Services
 Management &
 Communications
 Improvements

Windsor Lodge

- Social and Entertainment Activities
- Guest Speakers
- Website Re-Theme Underway.
- Pool Furniture
- Pool Replaster
- Long-Term Amenities
 Enhancements & Continued
 Additions Committee?

Communications

- Communications Committee
- Communications
 Platforms
 - Maximize Channels
 - Increase Engagement
 With Residents

Looking Ahead



VOLUNTEERS

- We will be a stronger Board and Community with your help
- Much of our success is directly attributable to the talents and expertise of our resident volunteers.
- There continue to be many areas where you can help!
- Your new Board wishes to continue to develop a stronger Committee structure with more volunteer involvement.
- Come! Join the Board & Committee Members!

Windsor Lakes	VOLUN	NTEER FORM
Williasor Edites	-	
		aid the work of the Homeowners ere you believe you can contribute:
□ Architectural Review		□ Municipal Services
□ Clubhouse Activities ar	nd Events	□ Neighborhood Standards
□ Door Painting Project		□ Newsletter
□ Facilities Maintenance	(Common Areas)	□ Outdoor Activities − Bocce/Pickleball
☐ Facilities Maintenance	(Residential)	□ Safety
□ Fence Maintenance		□ Socials/Party Committee
□ Finance		□ Sound, Video, Lights Operator
□ Garden Club		□ Web Site
☐ House Painting		□ Welcome Committee
□ Legal		□ Other
□ Library		
Please briefly outline you	r interest and ex	perience in the area(s) you would be
willing to be a volunteer of	or committee me	ember. (use back or attachment if necessary)
willing to be a volunteer of	or committee me	ember. (use back or attachment if necessary)
willing to be a volunteer of	or committee me	ember. (use back or attachment if necessary)
willing to be a voluntéer o		ember. (use back or attachment if necessary) Phone Number:
villing to be a volunteer of		mber. (use back or attachment if necessary)





New Board Members

AFFIRMATION



2022 Election Candidate

Peter G. Livingston 195 W Kentwick Pl



Occupation: Presently. Missionary and Pastor serving in Cambodia and SE Texas. Prior career in healthcare research including nine years as CEO of a healthcare biotechnology corporation.

Education: BS Education, Ohio State University; Master of Ministry, Temple Baptist Seminary; D. Min. Agape International Missions and University

Outside Activities: Marriage and family mentoring/coaching. Creating awareness for the prevention of human trafficking. Gardening plumerias and letting our dog walk me.

I believe I would be an asset to our Board of Directors because: |

am really interested in seeing people work together to strengthen relationships and communities. I have been a "builder" of organizations both in the commercial world and spiritual communities. I have an entrepreneurial bent that fits well in environments that are always seeking to improve the quality of life for those being served. I enjoy finding new solutions to old problems, new ways to bring efficiency and effectiveness within organizations.

People and relationships are the key to great communities. Communication is the glue. We are here together in Windsor Lakes, and we can continue to work to make this an even greater community.

My wife and I have been married 44 years and returned to the US in 2020 following a long-term assignment in Cambodia. We have lived in Windsor Lakes in a townhome for just over one year and we believe we can be a part of facilitating strong community-wide communication and trust

Windsor Lakes Homeowners Association, Inc. 1 Lake Windsor Circle, Conroe, Texas 77384 936-321-1181



2022 Election Candidate

Steve Isphording 70 E Victory Lake Drive

Occupation: Retired Elevator/Escalator Executive and Currently Associate Consultant.

Education: Undergraduate: Bloomfield College, New Jersey (1973)— Graduate Studies at North Texas University, Denton, Texas Marketing

and Sales Management (1975-1977). Executive Management program sponsored by Harvard Business University. (1988).

Outside Activities: Pickleball; Member of Trinity Episcopal Church, The Woodlands (25 years) with focus on volunteering, Lay Eucharist Minister; Lay Lector; Vestry secretary; Montgomery County Jail Ministries; Lord of the Streets (feedinghomeless in Houston downtown areas); Project manager for the church's new Children's building (Frist new building expansion in our Texas Dioceses); trying to communicate with our 26 grandchildren in six states. Thanks for Face Time. (Oh, walking my English bulldog during the late evening to get him exercise. Wilson is his name.)

I believe I can be an asset to joining the board due to my corporate management assignments including P&L, forecasting, budget developments, and sales training. I was executive in charge of more than 350 employees with sales exceeding \$175 Million.

I have served on a board in Marietta, Ga. With the responsibility of Pool, Tennis Courts, and Beverages for over two years.

I am also a United States Air Force veteran (1969-1973) assigned to the Information Office at McCord Air Force Base, Tacoma, Washington.

Windsor Lakes Homeowners Association, Inc. 1 Lake Windsor Circle, Conroe, Texas 77384 936-321-1181

1 Lake Windsor Circle, Conroe, Texas 77384 935-321-1181

PETE LIVINGSTON 195 W Kentwick STEVE ISPHORDING
195 W Kentwick











Windsor Lakes Homeowners Association

2022 Annual Meeting