



## South Winds

**Southwinds Homeowners Association, Inc.**

P.O. Box 213

Essex, Connecticut 06426-0213

<http://www.southwindsessex.org/>

### **Agenda for Annual Meeting 7:00PM Wednesday, December 15 at Town Hall**

Review and approve previous meeting minutes: Steve LeClerc

#### Committee reports

Open space development and maintenance: Don Himself

Pond status: Don Himself

Potential dredging proposal: Steve Farley

Status of dam inspection and insurance: Jerri MacMillan and Steve LeClerc

Improvements/cleanup at the dock and picnic area: Pete Bonanno

Social Committee: Marlene LeClerc

2004 activity and plans for 2005

Association web page: Stu Fisher

#### Budget: Dick Levene

Review 2004 budget vs. actual

Proposed budget for 2005

Dues proposal for 2005

#### Old/New Business: Steve LeClerc

Nominations for and election of secretary for three-year term

Nominations for and election of assistant secretary for three-year term

Adjourn

**Southwinds Homeowners Association**  
**2004 Annual Financial Report and 2005 Proposed Budget**

	<u>CY Budget</u>	<u>CY Actual</u>	<u>Difference</u>	<u>Proposed Budget</u>
<b>Balance Forward from Prior Year</b>	\$7,326	\$7,903	\$577	\$11,470
<b>Income</b>				
Dues per property	\$200	\$200	\$0	\$150
Total dues	\$11,600	\$11,600	\$0	\$8,700
Fees	\$0	\$9	\$9	
<b>Total Income</b>	<u>\$11,600</u>	<u>\$11,609</u>	<u>\$9</u>	<u>\$8,700</u>
<b>Expense</b>				
<b>Non-discretionary Expenses</b>				
Bank Service Charges	\$100	\$42	(\$58)	\$30
Engineering dam evaluation	\$0	\$0	\$0	\$2,000
Note 0 Dam Insurance	\$2,600	\$1,310	(\$1,290)	\$2,600
Note 0 Property Liability Insurance	\$1,250	\$0	(\$1,250)	\$1,250
Directors Liability Insurance	\$1,250	\$790	(\$460)	\$800
Licenses and Permits	\$25	\$25	\$0	\$25
Legal and accounting fees	\$150	\$0	(\$150)	\$150
Note 1 Maintenance - entryways & open	\$1,900	\$1,574	(\$326)	\$2,000
Note 1 Utilities	\$0	\$342	\$342	\$342
Post Office Box	\$65	\$58	(\$7)	\$60
Admin - postage and supplies	\$200	\$63	(\$137)	\$100
Property taxes	\$500	\$221	(\$279)	\$300
Web Site Fees	\$150	\$119	(\$31)	\$150
<b>Total Non-discretionary Expenses</b>	<u>\$8,190</u>	<u>\$4,544</u>	<u>(\$3,646)</u>	<u>\$9,807</u>
<b>Committee Expenses</b>				
<b>Open Space</b>				
Note 3 Pond Cleanup	\$4,000	\$3,498	(\$502)	\$1,500
Note 4 Landscape improvements	\$500	\$0	(\$500)	\$750
Stream path bridge(s)	\$300	\$0	(\$300)	
Fireplace	\$600	\$0	(\$600)	
Second boat rack	\$250	\$0	(\$250)	
<b>Social Activities</b>	\$50	\$0	(\$50)	\$100
<b>Total Committee Expenses</b>	<u>\$5,700</u>	<u>\$3,498</u>	<u>(\$2,202)</u>	<u>\$2,350</u>
<b>Total Expenses</b>	<u>\$13,890</u>	<u>\$8,042</u>	<u>(\$5,848)</u>	<u>\$12,157</u>
<b>Total Income vs. Expense</b>	<u>(\$2,290)</u>	<u>\$3,567</u>	<u>\$5,857</u>	<u>(\$3,457)</u>

<b>Balance Forward to Next Year</b>	\$8,013
Reserve for Pond Cleanup	\$1,500
<b>Cash in Bank</b>	\$9,513

Notes to financial statement

- 0 Property liability may not be available without dam insurance
- 1 2004 maintenance budget included utilities; actual 2004 and budget 2005 for utilities shown as its own line item
- 2 2005 budget: accrual for future pond cleanup
- 3 2005 budget: for dock expansion, foot bridges or boat rack, as required



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## Proxy

**Date of Meeting:** \_\_\_\_\_

- YES
- NO

**Fill in Summary of issue being voted** \_\_\_\_\_

- YES
- NO

**Fill in Summary of issue being voted** \_\_\_\_\_

- YES
- NO

**Fill in Summary of issue being voted** \_\_\_\_\_

**Designated Proxy** \_\_\_\_\_

**Voter's signature** \_\_\_\_\_ **dated** \_\_\_\_\_

**Voter's address** \_\_\_\_\_

**Proxy signature** \_\_\_\_\_ **dated** \_\_\_\_\_

*NB Proxy signature must be made and dated at the meeting in the presence of an Association board member.*

**Board member signature** \_\_\_\_\_ **dated** \_\_\_\_\_