Board of Directors Meeting

Wednesday, January 27, 2016

**Present: Location:**

Mike Caines, President Winter Garden Fire Headquarters

Staci Blair, Secretary

Larry Blair, Treasurer

Josh Caines, Board Member

Tony Blair, Board Member

Mike Caines called the meeting to order at 6:27 p.m. Roll call was taken and immediately began to address meeting agenda. Five members present. The vacancy of Branden Stephan has not been filled and Jim Gallagher was not present as he was out of town. Jim had no specific issues to discuss. Minutes were read from board meeting on August 19, 2015. Mike motioned to approve minutes. Josh seconded the motion. All in favor. None opposed.

Larry Blair addressed the board with the treasure’s end of the year report. A copy of the end of the year report is attached. The ending account balance is $2,497.05 which will remain as the association contingency fund. Income from 2015 dues was $2,450.00 with an outstanding balance of $550.00 left owed. Income from past due was $2,497.82 with an outstanding balance of $1702.18. Expenses for 2015 totaled in the amount of $2,450.77. Mike motioned to approve and accept the treasurer’s 2015 end of the year report. Josh seconded the motion. All in favor. None opposed.

Larry presented the board the 2016 proposed budget. A copy of the treasurer’s proposed 2016 budget is attached. Proposed income from 2016 dues is $3,000.00 along with income from past dues of $2,117.00, projecting a total income for 2016 in the amount of $5,117.00. Larry discussed the utilities and how much to reconnect; electricity deposit $200, water deposit $300 plus replacement of meter in the amount of $250.00. The water account has a balance remaining of $67.00. Based upon past usage of electricity it is estimated of $225.00 for the year. Mike will check with Patti in the utility department regarding deposit, meter and balance. As for irrigation, upon water and electricity being reconnected, Larry and Tony will check irrigation to save cost. It is possible the irrigation timer will need to be replaced along with any sprinkler heads. Irrigation has been allotted $100.00 in the 2016 proposed budget. Tony suggesting updating landscaping at the front entrance to include the center island along with the island located on N. Park Avenue. Staci stated that a letter has been sent to Lake Cover Pointe Homeowner’s Association requesting assistance is landscaping the center island on S. Timbercreek. No response has been received at this time. Mike motioned to approve 2016 budget based on

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subject to availability of funds, prioritizing insurance and lawn care. Tony seconded the motion. All in favor. None opposed.

 Larry readdressed some old business regarding the bank account with Wells Fargo. In August 2015, a monthly service fee of $14.00 began to be deducted from our account if it’s below $7,500 and no debit card is used at least 10 times a month. In the last meeting, it was asked of Larry to research other local banks to see what their fees are. He found that Fairwinds Credit Union has no monthly fees, minimum balance or debit card usage. Josh motioned to move the bank account from Wells Fargo to Fairwinds. Tony seconded the motion. All in favor. None opposed. Larry and Mike will meeting to get new account set up with Fairwinds and begin the process to close the Wells Fargo account.

 Mike asked on the status of the homeowner’s who are past due. If homeowner’s are 3 years past due, a notice of intent is to be sent. If the property is a rental property and they are 2 years or more past due, a notice of intent is to be sent. Notice of Intent must be send according to Florida Statute; 45 day waiting period is required before any lien and/or legal action can be taken. If any further action is needed, discussion was had regarding finding an HOA financial company to take over the account. Tony motioned to send out notice of intent to. Larry seconded. All in favor. None opposed.

 On January 13, 2016, the board received a homeowner request for improvement from new owners’, John and Terry Couch who recently bought the home located at 323 Bayside. The board approved the homeowner’s new addition on January 14, 2016. Larry motioned to approve the Couch’s building addition on the record. Josh seconded the motion. All in favor. None opposed.

 With regard to the 2016 planning of the neighborhood gatherings, the board is proposing two get-togethers; Fourth of July and Labor Day. At this time we will discuss the Fourth of the July gathering at the next meeting.

 The annual meeting has been set for March 1, 2016 at 7:00 p.m. at the Winter Garden Police Station. The next scheduled meeting of the board members is for April 20, 2016 at 7:00 p.m. Mike motioned to adjourn meeting. Josh seconded the motion. All in favor. None opposed. Meeting was adjourned at 8:10 p.m.

Prepared by Staci Blair, HOA Secretary