Board of Directors Meeting

Wednesday, March 25, 2015

**Present: Location:**

Mike Caines, President Winter Garden City Hall

Staci Blair, Secretary Commission Chambers

Larry Blair, Treasurer

Jim Gallagher, Board Member

Josh Caines, Board Member

Branden Stephan, Board Member

Mike Caines called the meeting to order at 6:35 p.m. Roll call was taken and immediately began to address meeting agenda. Six members present. Tony Blair was not present, but sent his concerns and positions within an email to the board prior to the meeting.

Larry Blair began to discuss the financial status of the association. A yearly account was stated as to how much was outstanding in past dues since 2011. It is as follows:

2011- $180.00

2012- $960.00

2013- $1,380.00

2014- $1,680.00

A proposed budget for 2015 based on previous financial records was discussed. Lawn maintenance ($100.00 per month) $1,200.00 per yr. This is basic maintenance and not inclusive of tree trimming, mulch, and/or annual plants. Electricity has been turned off at this time. Estimated bill per year is around $415.00 and would need additional monies for security deposit; averaging cost may be three months of usage. Water has been turned off at this time. Estimated bill per year is around $270.00 and would need additional monies for security deposit. Security deposit is unsure at this time. A backflow test would need to be conducted. Jim Gallagher has a name of a backflow company and will provide. Average cost is estimated around $20.00. Irrigation system needs a new controller and test ran. Cost for fixing is unsure at this time. Removal of tree at the south side of the front entrance way is of concern and the board has received two estimates as follows: Karney Tree Service includes removal of tree, debris and grinding of stump for $700.00. West Orange Property Services gave two options: (1) removal of tree in its entirety and stump grinding $1,800.00; (2) removal of tree down to ground level, no stump grinding $1,000.00. Estimated budget for 2015 inclusive of landscaping, utilities, new security deposits, removal of tree at its lowest quote, backflow testing is around $4,000.00

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Larry stated as of March 25, 2015 there was $319.82 in the account and $7,200.00 is owed in past dues. The first potion of insurance is due March 30, 2015 by 11:59 p.m. in the amount of $870.00. A notice of cancellation has been sent and no grace period is allowed. According to the insurance agent, if the insurance lapses the agent will have to begin anew and with possible increase to our premium. Branden Stephan made a motion to pay the $870.00 if funds available. Josh Caines seconded the motion. All in favor. None opposed.

 Second portion of our insurance is due April 1, 2015 in the amount of $301.00. Payment will be made as soon as funds are collected and can be issued. No notice of cancellation has been received as of the date of the board’s meeting.

It was next discussed as to the past dues of the homeowners. Larry is still going through all the financial reports given to him by former treasurer, Steve Hamilton. As discussed, past dues total in the amount of $7,200.00. It was discussed forgiving past dues. Discussion. Josh Caines made a motion to send out notices for past dues. If they have been paid, proof of payment to be shown and records will be updated. Jim Gallager seconded the motion. Six in favor. One opposed.

Landscaping and utilities were discussed and with financial obligations and low funds within the account, the issues were tabled to hire new landscaping company and turning on the electricity and water. The board members will work together to keep the common areas trimmed and looking presentable.

Mike Caines has researched some items to be discussed regarding dead tree at the front entrance area. This tree is located on the south side of entrance. This tree needs to be removed as it is a potential danger to the community and drivers. Mike has stated that the tree may not be on the community’s property and therefore may not be to the burden of removal by the association. Discussion. Property ownership of the tree is tabled for surveying.

Board has discussed upcoming board meeting dates. Next meeting will be Wednesday, April 22, 2015 at 6:30 p.m. in the City Hall Commission Chambers. Winter Garden Police Department has shown interest in joining our next board meeting. Mike will be in touch to advise.

Mike motioned to adjourn meeting. Staci seconded the motion. All in favor. None opposed. Meeting was adjourned at 7:44 p.m.

Prepared by Staci Blair, HOA Secretary