Board of Directors Meeting

Wednesday, August 19, 2015

**Present: Location:**

Mike Caines, President Winter Garden Police Station

Staci Blair, Secretary

Larry Blair, Treasurer

Josh Caines, Board Member

Tony Blair, Board Member

Mike Caines called the meeting to order at 7:09 p.m. Roll call was taken and immediately began to address meeting agenda. Five members present. Branden Stephan and Jim Gallagher were not present as they were out of town and had no specific issues to discuss. Minutes were read from board meeting on June 17, 2015. Mike motioned to approve minutes. Larry seconded the motion. All in favor. None opposed.

Winter Garden police officer, Officer McLeod was present. He addressed the previous issues from the June 17, 2015 meeting to make sure they were resolved. Winter Garden Police have increased patrols to help with the community’s concerns. There were no crimes to report and he was going to check on the traffic study that had been conducted since the last board meeting. He will email the report to the HOA’s email. No additional issues to discuss with Officer McLeod and he left the meeting accordingly.

Larry Blair addressed the board with the latest financial update. A deposit was made on August 19, 2015 of $720.00 bringing the account balance to $2,919.05. Bills that have recently been paid; P.O. Box Fees of $56.00 for the next year, and lawn care for July and August totaling $200.00. No additional bills due at this time other than monthly lawn care at $100.00. Insurance for 2016 will be the next large amount due; $870.00 and $301.00. The board has agreed to reserve $1,200.00 out of the current balance to make sure 2016 Insurance dues are paid on time. Discussion was had with regard to past dues. Out of the certified letters sent out with past due invoices, only 4 paid or on a payment plan. Larry has made follow up calls to the two closing agencies for 434 N. Timbercreek and 316 Bayside to follow up on outstanding dues to be collected upon closing. All past due homeowners to receive third notices will include the Florida Statute regarding claim of lien. Mike will gather that language to be included and pass onto Larry. If a homeowner owes for 2015 plus an additional two years, will receive a more aggressive notice. All others will receive a reminder.

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 Lawn maintenance was readdressed for the front entrance and the island. West Orange Properties has been providing service for the last two months. However, some concerns were addressed by Tony Blair. Several discussions have been had with the company with no improvements. Tony proposed changing landscaping companies from West Orange Properties to Image Lawn Care. Image Lawn Care has agreed to stay at the $100.00 budget. Discussion. Larry motion to change beginning September 1, 2015. Josh second the motion. All in favor. None opposed. Image Lawn Care will provide liability insurance and will begin on September 1, 2015.

 Mike gave us an update as to the tree removal on S. Timbercreek Drive. The City of Winter Garden is still short staffed and has not been able to get to this removal. Mike will check the status and see if he can get moved up on the schedule.

 Josh Caines gave an update on security cameras. He has found a set within the budget allotted and looking for enclosure for cameras. With the discussion of the security cameras, Larry made a motion to turning the electric back on at the front entrance. Discussion was had by the board. Larry will find out deposit that needs to be made prior to a final decision is made. Motion tabled until next meeting.

 Larry brought to the table a recent discovery regarding our bank account. We currently have our commercial account at Wells Fargo. Beginning August 2015, a monthly service fee of $14.00 will be deducted from our account if is it below $7,500 and no debit card is used at least 10 times a month. The board had a discussion regarding relocating the account and the additional fees that were spent in May for deposit stamp and checks. Larry needs to research other local banks to see what their fees are. Motion to relocate the bank account has been tabled until further information has been found.

 Upcoming Labor Day gathering is scheduled for September 7th and discussion was had regarding the headcount and what the association will provide for food. The homeowners are welcomed to bring any additional items. Mike will gather food items and bring them to the gathering.

 Next meeting of the board members for November 18, 2015 at 7:00 p.m. Mike motioned to adjourn meeting. Josh seconded the motion. All in favor. None opposed. Meeting was adjourned at 8:34 p.m.

Prepared by Staci Blair, HOA Secretary