

GLEN OAKS MANOR HOMEOWNER'S ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
JULY 23, 2018- APPROVED
LOCATION: FAITH PRESBYTERIAN CHURCH

CALL TO ORDER: President Janet Stockwell called the Board of Directors meeting to order at 4:00pm. The following Board members were in attendance:

Janet Stockwell, Dick Lowe, Nancy Dillard, Tricia Burchett, Bill Geller and Pat Richmond were present in person. Ken Abraham was on vacation and excused. Also present was Bridget Spence from Casey Condominium Management (CCM).

Bridget Spence affirmed that the meeting had been duly noticed and that a quorum was present.

OWNERS IN ATTENDANCE: Judy Johnston- Villa 112, Gloria Lowe- Villa 168, Nelda Reinhart-Villa 175, Chris Anderson- Villa 50, Scotty Ledford-Villa 8, Edie Kaplan-Villa 104, Bill Byers-Villa 6, Mike Tippery-Villa 32.

OWNER COMMENTS:

Judy Johnston- Villa 112- Asked what the purpose of the lake house was? Dick Lowe explained that it was storage area and part of the association assets and needs to be maintained. Asked when the sidewalks were next to be power washed? We will look at this after the rainy season.

Edie Kaplan-Villa 104 - Stated that the pet waste stations are extremely helpful. Thank you for cleaning the gazebos.

APPROVAL OF MINUTES: The Board of Directors had copies of the June 18, 2018 and June 25, 2018, board meeting minutes.

A motion was made by Janet Stockwell to waive the reading of the June 18, 2018 and June 25, 2018 minutes and approve them as presented. Nancy Dillard seconded the motion, and all approved by voting aye.

MANAGEMENT REPORT:

Bridget Spence reported that compliance inspections continue. 7 letters were sent to owners for various maintenance or compliance issues. All but one of the owners responded and took care of the issue.

Bridget has contacted Sherwin Williams for the specifications for painting the exterior wall. Once the specifications are in, Bridget will work with Dick Lowe to get bids for this work. We anticipate that this work will be done in the early fall, after rainy season.

Bridget reported that the vendor that was to look at our gazebos has had some family issues and has not been available for the review. Bridget has contacted Karin's Engineering to provide the cost for the gazebo inspection and will have that bid at the next meeting.

PRESIDENT'S REPORT: Janet Stockwell stated that she did not have a report at this meeting, all the items will come up later in the agenda.

VICE PRESIDENT'S REPORT: Ken Abraham absent- no report currently.

SECRETARY'S REPORT: Tricia Burchett reported that she has had success in finding advertisers for the newsletter. At this time, she has commitments from enough advertisers that will cover the cost of the website expenses for the entire year. There has been positive feedback from owners about the newsletter.

Tricia requested that all board members finish their report for the newsletter and send it in to her before August 31st so that she can put the formatting together. The newsletter will be sent out once a quarter, with October as the first edition.

TREASURER'S REPORT:

Nancy Dillard presented a full treasurer report, which is available upon request. As of June 30, 2018, we have \$87,703.63 in the operating bank account and \$522,122.03 in the reserve bank accounts. We are over budget through the month of June 2018 in the amount of \$9,258.66. A majority of this over budget expense is the oak tree trimming which was completed in June. This line item will even out over the balance of the budget year. **Nancy Dillard made a motion to approve the treasurer's**

report. Pat Richmond seconded the motion, and all approved by voting aye. A full financial report is available upon request.

Nancy Dillard reported that we received a clean audit for 2017-18 from Ken Kandefer. However, the auditor stated he found a motion passed at the April 23, 2018 Board of Directors meeting confusing as recorded in the minutes. He recommended we restate the motion and amend the April minutes. Accordingly, Nancy Dillard made a motion to transfer funds in the amount of \$10,450.00 from the operating account to the reserve account to cover the Hurricane Irma tree removal expense. Pat Richmond seconded the motion, and all approved by voting aye.

MAINTENANCE COMMITTEE REPORT:

Dick Lowe reported on the projects

1. Villa 1 and the tripping hazard on drive and sidewalk. Dick is working with JC Procrete to get this scheduled.
2. The driveway pavers for this year's repair jobs have been ordered and are 6-8 weeks from delivery.
3. The city is adding a Glen Oaks Manor Drive street sign at the 12th Street and Beneva entrance. The bracket has already been ordered by the city.

LANDSCAPE COMMITTEE REPORT:

Pat Richmond made a motion to approve the request for the owner at Villa 149 to remove the split rail fence. The owner is responsible for maintaining the arboricola hedge at their own expense. Nancy Dillard seconded the motion, and all approved by voting aye.

Pat reported that the city arborist has confirmed that the trees at the corner of Court 1 North and Glen Oaks Manor Drive need to be removed and the permit has been applied for. Upon receipt they will be removed.

Pat reported that the concrete pads are complete and benches around the community are installed.

ARCHITECTURE COMMITTEE REPORT:

Bill Geller reported that the owner of Villa 50 submitted a request for approval to patch a hole in the exterior attic wall. **Bill Geller made a motion to approve the request for Villa 50 to stucco the hole left from the removal of the attic vent fan. Pat Richmond seconded the motion, and all approved by voting aye.**

The owner of Villa 151 is replacing the existing pool cage with the same type of structure. No approval is needed, but the request will be placed in the owner file for reference.

The owner of Villa 158 submitted a request after the fact to keep the motion sensor light fixture on the front of the home. **Pat Richmond made a motion to deny the request for the motion sensor light on the front of the home over the garage. Nancy Dillard seconded the motion, and all approved by voting aye.**

In addition, the Board discussed the motion sensor light that was installed on the porch fascia near the front door. This light needs to be painted the same dark Glen Oaks Manor brown as the fascia to blend in.

AD HOC RENTAL COMMITTEE:

Judy Johnston requested that the following committee members be approved; Nelda Reinhart, Michael Score, John Vogel, Patricia Richmond, and Linda Cordisco. **Nancy Dillard made a motion to ratify the committee as follows: Judy Johnston, Chairperson, Pat Richmond, Board Liaison, Nelda Reinhart, Michael Score, John Vogel, and Linda Cordisco. Pat Richmond seconded the motion, and all approved by voting aye.**

Judy reported the committee met and reviewed Section 11 of the documents. They presented the language that they are recommending that the board send to the attorney for final review. The committee would like to see the copy of the attorney recommendation once received. The committee would like the attorney to add whatever grandfather language that is permissible to the amendment. The board thanked the committee for all their work on this project.

Pat Richmond made a motion to send the attorney the wording as presented by the committee and to clarify what can be added to limit grandfathering of existing rentals. Nancy Dillard seconded the motion, and all approved by voting aye.

WELCOME COMMITTEE:

Susan Callahan is the chairperson of this committee. However, while she is away Rick Randall has agreed to meet with new owners as they move in and deliver the welcome packages.

NOMINATING COMMITTEE:

Scotty Ledford reported that Judy Johnston, Nelda Reinhardt and MJ Conway are on the committee with him. We have three expiring terms for the annual meeting; Nancy Dillard, Tricia Burchett and Bill Geller. While we encourage existing board members to run for the board again, the committee would like to know if there are going to be open spots before the end of the year if possible.

OLD BUSINESS:

No old Business currently.

NEW BUSINESS:

Nancy Dillard stated that Dom Ruggiero has stated that he would be willing to oversee the garage sale on November 3, 2018 with a rain date of November 10, 2018. **Nancy Dillard made a motion to approve the November 3rd date as the garage sale with a rain date of November 10th to be organized by Dom and the volunteers. Tricia Burchett seconded the motion, and all approved by voting aye.**

Nancy Dillard stated that Toni Greif had been the last person in charge of the “Dropbox” containing Board documents. Tricia is familiar with “Dropbox” and will work with Toni to get set up to maintain this feature.

OWNER COMMENTS:

Pat Richmond- Villa 126 requested clarification on the placement of satellite dishes. The rules and regulations were reviewed and there are suggestions in the rules and regulations, but they may need to be further clarified in the future.

NEXT MEETING DATE:

The next board meeting will be August 27, 2018 at 4:00pm at Faith Presbyterian Church.

ADJOURNMENT: A motion was made by Dick Lowe and seconded by Pat Richmond to adjourn the meeting at 5:43pm. All approved by voting aye.

Submitted by: Bridget Spence, Association Manager