

GLEN OAKS MANOR HOMEOWNER'S ASSOCIATION, INC
BOARD OF DIRECTORS MEETING August 24, 2015
LOCATION: FAITH PRESBYTERIAN CHURCH

CALL TO ORDER: Peg Tams, Vice-President, called The Board of Directors meeting to order at 4:00 PM. The following Board members were in attendance:

Judy Johnston, Rick Pereria, Rick Randall, Peg Tams, Susan Hopkins and William Tidmore were present in person. Also present were Bridget Spence and Denise Duffina from Casey Condominium Management (CCM).

Judy Johnston affirmed that the meeting had been duly noticed and that a quorum was present.

Homeowners present were: Janet Stockwell – Villa 10, Roy Burns – Villa 140, Bob Littlefield – Villa 17, Bill and DeDe Caldwell – Villa 180, Pat Richmond– Villa 126, Toni Greif – Villa 34, Bill Byers- Villa 6, Alan Hopkins – Villa 61 and Andy Saluga – Villa 120.

OWNER COMMENTS:

An owner unidentified – Asked if there will be a church zoning report. Peg Tams stated it will be addressed later in the meeting.

Bill Caldwell – Villa 180– Asked why are pick-up trucks included in the homeowner association documents, to which Peg Tams replied they've been in the documents since 1985. Bill Caldwell voiced his objections to the rule of no pick-up trucks to be parked in the driveways. Peg Tams stated in order to change that rule in the documents, it would have to be an owner vote and pass with at least 2/3 of all owners. The vote has come up at least two times since 1988 and each time the membership voted to keep the rule. . A discussion followed.

Pat Richmond Villa 126 – Asked for an update on Villa 29 concerning the unpainted garage door and the installation of the missing windows. Six months have elapsed since the windows were removed. Per William Tidmore, the windows have been on order for a long time. There is a permit in place.

Pat Richmond also stated she would like to see the perimeter fence boards replaced with bricks. Susan Hopkins answered there has been a maintenance meeting and the committee is looking into options.

Tony Saluga – Villa 120 – Asked about the church building next door because he had received a letter from the City of Sarasota addressing him as an affected person living within 500 feet of the lot line. He also asked if anyone knew about the closing of stores at Sarasota Commons. A discussion followed.

APPROVAL OF MINUTES: Copies of the minutes of the Board of Directors meeting of June 22, 2015 were distributed.

A motion was made by Rick Pereria to waive the reading of the June 22, 2015 minutes and approve them as presented. Susan Hopkins seconded the motion and all approved by voting Aye.

MANAGEMENT REPORT:

Bridget Spence welcomed Denise Duffina to the Casey Management team working with Glen Oaks Manor. Denise Duffina works out of the main office at 941-922-3391 or email at dduffina@caseymanagement.com.

There were two estate sales this last month. There is also one approved for later in August, but owner is uncertain if it will be necessary and it is in pending status.

Compliance – Casey Management sent out several reminders to owners regarding general maintenance. In addition to the pick up truck parking situation with Villa 180, letters regarding parking issues were sent to six other villas

Bridget Spence briefly summarized the reported various times of noncompliance of the Villa 180 owner's parking in the driveway overnight, of which there are 27 documented violations. The board can make a recommendation to fine the owner in the amount of \$400 for the documented violations from the date of receipt of the letter stating that a fine would be imposed and that the owner could request a hearing.

Owners of villas in Clusters B, C and R have been notified of painting to occur. Casey Management will be working with the landscape committee and TruScapes to schedule trimmings prior to the work beginning. Several owners have already begun wood repairs.

Delinquency – Bridget Spence reported there are two accounts over 90 days delinquent.

PRESIDENT'S REPORT:

No report due to Ron Albee's absence.

VICE PRESIDENT'S REPORT:

Peg Tams reported that the association had received a letter with a form from the City to register as an affected person concerning the church next door. Per the letter, because the association is within 500 feet of the lot line, they are identified as an affected person. There will be a meeting at City Hall in the Commission Chambers on September 9, 2015, 6 pm to discuss the proposed development. A discussion followed addressing water runoff concerns and the churches' drain lines to run underneath the association's drain lines. Scotty Ledford explained there are two types of drainage lines; storm water for association rain runoff and raw sewage, of which owners pay for their own. The church will not be tying into either of the Glen Oaks Manor's lines. More discussion followed. **A motion was made by Rick Pereria and seconded by Judy Johnston that Scott Ledford's committee meet to choose an appointee to represent the association at the City Hall meeting on September 9, 2015. Judy Johnston, Board Secretary, is a member of the committee and will sign the form. All approved by voting aye.**

Traffic Study Results:

Peg Tams reported the raw results and the committee's conclusions were given in the June board meeting. The traffic study committee made the following recommendations to the board based on 60% of owners responding to the survey

- No action to be taken on speeding, stop sign violations and speed bumps. Regarding the speed bumps the committee can't make any recommendations as 49% respondents said to keep the speed bumps the same and 45% said to change them. 89% of the respondents don't want the speed bumps moved. Some of the respondent comments in villas near the speed bumps stated there is loud noise generated when vehicles go over them. The committee recommends that speed tables be installed in place of the speed bumps at the next road-paving project to occur in 2020.
- Pedestrian Close Calls – Peg Tams stated there have been close calls for both pedestrians and vehicles at the front entrance. The committee recommended that the Board consider installing mirrors. The City recommended Granger as a vendor who sells those mirrors. Cost is approximately \$150 each. The committee recommends pedestrians walk facing traffic.
- The committee can't make a recommendation as to stop signs enforcement as there was an even split in the survey responses. A discussion followed. Management will consult with our attorney as to whether there would be adverse legal issues if the Board decided to replace the stop signs on Glen Oaks Manor Drive with yield signs. Management will also consult with George McGonagill regarding the feasibility of installing mirrors at the front entrance.

SECRETARY'S REPORT:

Judy Johnston reported Bridget Spence of Casey Management took the Rental Committee's proposed rental amendments to the attorney, who said those can be drafted to present at the annual owner meeting in February for membership vote. These would be applicable to new tenants only, with the current tenants grandfathered in. Bridget Spence stated that presently the only rule the association has about rentals is for the owner (landlord) to notify the association no fewer than 10 days prior to move in. **A motion was made by Rick Pereria and seconded by Susan Hopkins that each of the rental committee's recommended items be put before the owners to vote on in February. All approved by voting aye.**

TREASURER'S REPORT:

Rick Pereria reported the following:

June 30, 2015 Financials

Operations	\$ 88,740.20 (38 % in money market funds)
Reserve	\$ 515,144.66 (100% in money market funds)
Prior Yrs Fund Balance	\$ 73,784.49

July 31, 2015 Financials

Operations	\$ 86,807.55 (38 % in money market funds)
Reserve	\$ 532,215.78 (100% in money market funds)
Prior Yrs Fund Balance	\$ 73,784.49

Copies of the reports will be attached to the minutes.

Rick Pereria stated Bill Byers is tracking actual reserve expenses to help with the next proposed budget.

a. Operating and Reserve Account Updates

Bill Byers reported there had been no expenses paid by reserves.

ARCHITECTURE COMMITTEE REPORT:

1. Signs Update

Bill Tidmore reported a sign was installed on Lane One South as a prototype for the entire community. Board members are to let Bill know if they like the sign and think others should be installed. He estimated if the stop sign and street sign were combined onto the same post it should only cost an additional \$150 to the cost. Peg Tams stated the board will take a look at the prototype and let him know by Friday so he will know whether to get a cost estimate for the entire project. He said he would have a budget figure for the next meeting.

2. St. Clair Request

Bill Tidmore stated the owners are requesting to install mesh-type storm catcher coverings for windows and garage door to only be erected in the event of a severe storm. He also stated this type of covering was formerly approved for another owner. **A motion was made by Rick Pereria and seconded by Judy Johnston to approve the installation of the mesh-type storm catcher window and garage door coverings on condition they only go up if there is a named storm. All approved by voting aye.**

3. Villa 147 Request

Bill Tidmore stated he initially wants to deny a permanent structure of stones in front of the split-rail fence as requested by the owner. A discussion followed. Bill Tidmore recommended the split-rail fence be removed. **A motion was made by Rick Pereria and seconded by Susan Hopkins to approve the variance for removing the split-rail fence on condition the approved plantings stay and the owner can lay a bed of stones or mulch. All approved by voting aye.**

4. Villa 146 Request

Bill Tidmore stated the requested 10-foot extension for a new utility fence is within board parameters. **A motion was made by Rick Pereria and seconded by Rick Randall to approve the 10-foot extension as requested. All approved by voting aye.**

There was discussion on louvers for the front windows. Bill Tidmore said he will bring a prototype to the next meeting and information; i.e. minimum number for an order.

5. Standardizing Light Bulbs for Exterior Lights

Bill Tidmore stated there is no report.

LANDSCAPE COMMITTEE REPORT:

Rick Randall reported he had pricing from TruScapes for Court One (\$6,004) and Court One South (\$6,792) at the fence line running alongside the church. He also has pricing for palm fertilizing the entire property for \$528 per year at a schedule of four times per year. Wayne Grubbs stated it will take four years to get the palms back. **A motion was made by Rick Randall and seconded by Susan Hopkins to schedule the palm fertilization program as presented. All approved by voting aye.**

Susan Hopkins started a discussion on irrigation concerns, namely all irrigation caps should be reviewed. An owner interjected the association had drainage installed at her villa to drain water away from her lanai and it is working beautifully and said thank you to the board.

MAINTENANCE COMMITTEE REPORT:

a. Projects Update.

Susan Hopkins stated she looked into specifics on the current maintenance storage unit at Public Storage. The unit is 10 x 10 at \$202 per month. She thinks the association doesn't need that much room, but if it is needed she wanted to see if better pricing could be had elsewhere. Currently only lights are stored there. She called Hide Away down the street and they quoted \$136 for a 10 x 10 and \$77 for a 5 x 10. **A motion was made by Rick Pereria and seconded by Judy Johnston for Susan to look into definite pricing from Public Storage and see if they can match Hide Away's pricing and for her to report back to the board at next month's meeting. All approved by voting aye.**

b. Personnel Updates

Susan Hopkins reported there is a new maintenance person; her name is Kimberly, and she s working out quite well. She also stated the maintenance committee met about concerns of Southwest Services. The committee is looking at other options.

OLD BUSINESS:

Garage Sale Update

Toni Greif stated the garage sale typically occurs each November, but the date has been flexible in years past. She proposes a date be set and to purchase a permanent sign to be used every year to get the benefit of drive-by traffic. A discussion followed about setting a specific date. **A motion was made by Rick Pereria and seconded by Susan Hopkins the first or second Saturday in November after checking with St Jude for their date of the Hispanic Festival so as to avoid conflict. All approved by voting aye.** A discussion followed as to what type of sign material, cost and where to post. **A motion was made by Rick Pereria and seconded by Susan Hopkins to raise the garage sale registration fee to \$7 and purchase a banner sign that has removable lettering in order to change the date each year. All approved by voting aye.**

NEW BUSINESS:

There was no new business to address.

NEXT MEETING DATE:

The next regular Board of Directors meeting will be Monday, September 28, 2015 at 4:00 p.m. at Faith Presbyterian Church.

ADJOURNMENT: A motion was made by Rick Pereria and seconded by Judy Johnston to adjourn the meeting at 5:56 pm. All approved by voting aye.

Submitted by: Denise Duffina, Association Manager