

GLEN OAKS MANOR HOMEOWNER'S ASSOCIATION, INC
BOARD OF DIRECTORS MEETING – February 24, 2014
LOCATION: FAITH PRESBYTERIAN CHURCH

APPROVED

CALL TO ORDER: The Board of Directors meeting was called to order by Janet Stockwell, President, at 4:00 p.m. Nancy Dillard confirmed that notice had been posted and a quorum was established with the following Board members in attendance:

Janet Stockwell, Peg Tams, Nancy Dillard, Robert Zinn, Steve Levine, and Bill Tidmore were present in person. Also present was Janet Feliciano from Casey Condominium Management (CCM).

Homeowners present were: Ray Stockwell - Villa 10, Edith Kaplan - Villa 104, Alan Hopkins - Villa 61, Bob Littlefield - Villa 17, Burt Gloor - Villa 153, and Phyllis Woodroof - Villa 25.

APPROVAL OF MINUTES: Copies of the minutes of the Board of Directors regular meeting of January 27, 2014 and the BOD Organizational Meeting of February 1, 2014 were distributed. **A motion was made by Nancy Dillard to waive the reading of the minutes and to approve both sets of minutes. Bob Zinn seconded the motion and all approved by voting aye.**

MANAGEMENT REPORT:

Janet Feliciano reported that there were three (3) parking violations and 24 miscellaneous violations reported this last month.

Omar Mejia and Janet Feliciano will be on property assisting with landscape and compliance issues. Next inspection is February 27, 2014.

Nancy Dillard assisted in reporting about the required Home Owners Association Board Member Certification Form required by section 720.3033(1)(a), Florida Statutes of Chapter 720 Florida Statutes or signed affidavit required by all board members to submit within 90 days of becoming a board member. The signed affidavit certifies that the board member has read the Association's declaration of covenants, articles of incorporation, bylaws, and current written policies and will work to uphold such documents and policies to the best of their ability and that they will faithfully discharge their fiduciary responsibilities to the association's members. In lieu of such written certification, the newly elected or appointed director may submit a certificate of having satisfactorily completed the educational curriculum administered by a division-approved education provider within 1 year before or 90 days after the date of election or appointment. Nancy Dillard has submitted her Board Education Certificate of Completion.

PRESIDENT'S REPORT:

The 2014-2015 Budget was discussed. **Bob Zinn made a motion to approve the 2014-2015 annual budget. Nancy Dillard seconded the motion and all approved by voting aye.**

Owner comments from the Annual Meeting were reviewed:

- Discussed the report of oranges being harvested from an owner's tree located behind her split rail fence. Janet will include this in the Newsletter along with other examples where residents should respect personal property.

- Discussed a more thorough letter of explanation of the painting project and when to expect pressure washing. The owner must make fascia repairs prior to the painting. The owner has the option to wash the roof within 30 days before the cycle is set to begin.

- Burt Gloor suggested calling Eagle Tile to get nozzle and PSI recommendations versus a rotary head and their preferred method of pressure washing. He also suggested moving the painting cycle to the Spring or Fall vice summer.
- The idea of speed tables was introduced to slow speeders. Vendors are also offenders and Casey can send a letter to the respective company requesting they “SLOW DOWN” in the Manor. Stop sign runners were also discussed along with a variety of ideas to make people stop at the signs.
- Pet issues were discussed. Dogs not on leashes (and additional signage), dogs pooping on driveways and in common areas and owners not picking it up, and dogs barking. Some dogs (with or without their owners) come from Glen Oaks Ridge or Glen Oaks Estates. Also, cats roaming free at all hours. City pet laws were discussed along with calling Animal Control.
- The number of empty villas was reported as an issue. There was discussion on whether or not an issue exists. Two are in foreclosure and the Board is already involved legally. Others are being renovated and many are vacant during the summer months.
- Capping the percentage of rentals was raised. Many associations do this so that the complex maintains a residential ownership culture vice a rental culture. This can be addressed by amending the Declaration of Covenants and Restrictions.

Rick Randall made a motion that the Landscape Committee be given permission/ authorization to perform and authorize performance of all landscaping functions including the replacement of existing plants and refurbishment of existing plant beds. Any planting of additional trees or plants not currently existing on common ground must have Board approval before planting. All such functions shall be performed in accordance with both the governing documents as well as the Board Financial Guidelines. This authorization will expire annually at the time of the annual homeowners meeting and can be renewed by the newly elected Board. Nancy Dillard seconded the motion and all approved by voting aye.

Janet Stockwell made a motion to postpone the approval of the Landscape Committee. Rick Randall seconded the motion and all approved by voting aye.

Bill Tidmore made a motion to postpone the approval of the Architecture Committee. Rick Randall seconded the motion and all approved by voting aye.

Steve Levine made a motion to approve membership of the Maintenance Committee: Jim Frankford, Ray Stockwell and Bob Littlefield. Rick Randall seconded the motion and all approved by voting aye.

Steve Levine made a motion to approve the Financial Guidelines. Bob Zinn seconded the motion with the stipulation that there be no split invoices and all approved by voting aye.

Nancy Dillard made a motion to approve the Standard Operating Procedures. Peg Tams seconded the motion and all approved by voting aye.

VICE PRESIDENT’S REPORT: Peg Tams offered a Project Proposal to archive all Board actions recorded in the minutes and rulings by our attorney and index them chronologically and by topic as far back as records are available. She will undertake this initiative.

SECRETARY’S REPORT: 2014 New Rules & Regulations are not out yet. We did receive a new cover letter from Association Attorney Chad McClenathen. Chad suggested that the histories of date changes are not needed at the top of each new set of Association Rules & Regulations each

time they are modified. This information will be maintained in the GOM historical archives. Nancy Dillard will have the Directory to Bridget for printing next month.

TREASURER'S REPORT:

Bob Zinn reported that through the tenth month of the budget (January 31, 2014) there is an operating cash balance of \$81,953, of which \$25,038 is in a money market account. The reserve account balance is \$396,287, of which \$235,540 is in a money market account. The association is under budget in the amount of \$358 through the tenth month of operating expenses and the annual budget comparisons are at 83.3%, which is right where the budget needs to be at the tenth month.

Bob Zinn will check the status of Stonegate Bank who acquired Florida Shores Bank where the Association has a money market account. The entire financial package does not get distributed to the Board each month.

ARCHITECTURE COMMITTEE REPORT:

William Tidmore reported that there will be a meeting at Marcia Wood's home to review additional shutter options.

Burt Gloor reported that the new replacement louver mechanisms have arrived, 60 of the long version used for all louvers with windows and 60 of the short version used for end units without windows. There is a Home Maintenance Workshop article in the Newsletter giving step-by-step instructions and the names of installers.

LANDSCAPE COMMITTEE REPORT:

Leaf pick-up will start in March (next week). The Slash Pine Tree on the west side of the lake is infested with borer beetles and can not be saved. It will need to be removed and replaced. Slash Pines are a favorite of eagles, ospreys and the great horned owl. It was suggested to defer to Sarasota City Arborist Nigel Wheat for replacement suggestions.

Rick Randall made a motion to have TruScapes take down the Slash Pine Tree for the quoted price of \$950.00. Bill Tidmore seconded the motion and all approved by voting aye.

MAINTENANCE COMMITTEE REPORT:

Steve Levine made a motion to approve Thermoplastic stop lines and directional arrows on pavement markings proposed from McShea Contracting warranted for one year in the amount of \$1775.00. Rick Randall seconded the motion and all approved by voting aye.

Steve Levine made a motion to purchase three (3) signs for the Beneva Traffic area "ATTENTION ONLY ONE VEHICLE IN EACH EXIT LANE" and three (3) "Please Pick Up After Your Dog, Which Must Be On A Leash" signs from Fastsigns at a cost of \$44.00 each. Nancy Dillard seconded the motion and all approved by voting aye.

Steve Levine reported that we are currently on track with the re-lamping and repair of any street lamps in the Manor. FPL has the correct (multi-vapor) metal halide lamp, which they will now carry in stock. If the street lights still do not work after re-lamp has been executed, a yellow ribbon will be placed on the pole and we will call United Electric to repair the photo cell and or ballast, as required.

Beneva wall painting – plants were trimmed back by TruScapes.

Dead Emergency Alarm Lights by garage doors at Villas 101 through 106 will be removed and the wall patched and repainted by Aldo.

OLD BUSINESS: The Reserve Study is in progress. A representative of the company met with Janet Feliciano and Aldo Boldi with a lengthy question list, including fencing, storm water drainage, asphalt, the aquatic pump, and irrigation issues. A draft report is being developed.

NEW BUSINESS:

Edie Kaplan will change the User ID and Password on the GOM website and will send out to the board as soon as they are created. Also, Edie needs to take photos of the Board after the meeting for the Newsletter.

Newsletter input is due to Edie by Wednesday, February 26.

OWNER COMMENTS:

Bob Littlefield, Villa 17 – nice to see a full board.

Al Hopkins, Villa 61 – Split rail fence on southeast side of property needs repair after bushes were trimmed. Steve Levine will look into it.

Burt Gloor, Villa 153 – Be grateful because a paint project in another condo association he is familiar with is worse off than we ever experienced.

Edie Kaplan, Villa 104 – Fire Hydrants need to be scraped and painted. Janet Feliciano will call the City of Sarasota. Of the three yellow trumpet trees on property only one is blooming while the other two are not. Rick Randall will check into it.

NEXT MEETING DATE: The next regular Board of Directors meeting will be March 24, 2014 at 4:00 p.m. at Faith Presbyterian Church.

ADJOURNMENT: Upon a motion made by Steve Levine and seconded by Nancy Dillard, the meeting was adjourned unanimously at 6:10 p.m.

Submitted by: Janet Feliciano, Association Manager