

**GLEN OAKS MANOR HOMEOWNER'S ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING APRIL 28, 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 proper notice had been posted and a quorum was established with the following Board members in attendance:

Janet Stockwell, Nancy Dillard, Bill Byers, Rick Randall and William Tidmore were present in person. Peg Tams and Steve Levine were absent due to traveling. Also present were Bridget Spence and Janet Feliciano from Casey Condominium Management (CCM) and Rick McKenna from National Shutter and Aluminum Inc.

Homeowners present were: Ray Stockwell - Villa 10, Edith Kaplan - Villa 104, Phyllis Woodroof - Villa 25, Gloria and Dick Lowe - Villa 168, Marcia Wood - Villa 19, Pat Richmond - Villa 126, Scott Nutter - Villa 37, Ben Balmer and John Olivo - Villa 2, and Bob Littlefield - Villa 17.

**APPROVAL OF MINUTES:** Copies of the minutes of the Board of Directors regular meeting of March 24, 2014 were distributed. Two administrative corrections were made. **A motion was made by Nancy Dillard to waive the reading of the minutes and to approve them as corrected. Bill Byers seconded the motion and all approved by voting aye.**

**ARCHITECTURE COMMITTEE PRESENTATION:**

Bill Tidmore and Marcia Wood discussed their disappointment in a front window shutter prototype that had been installed at Villa 19 and deemed unworkable. Marcia introduced Rick McKenna of National Shutter and Aluminum Inc. who presented a new Front Window Shutter Prototype. This prototype meets the fire code requirement for egress, swings open on a side hinge, is Miami Dade hurricane rated, can be secured with a thumb screw pin, louvers open from the inside or outside, is powder coated, and includes angle irons to close the side gaps for a uniform look from the street. The guaranteed price through 31 May is \$1125, which includes installation, City of Sarasota Building Permit (\$255 for permit, engineering fees and taxes), and removal and disposal of the old shutter. There is a 10-year warranty on the shutter and the powder coating. If owners desire additional shutters other than the front bedroom then Board approval will be required. The prototype will be left on display for (3) three consecutive Sundays at Villa 153.

**Janet Stockwell made a motion to approve National Shutter and Aluminum's prototype shutter for installation on front bedroom windows. Bill Byers seconded the motion and all approved by voting aye.**

The Architecture Committee will draft an article for the Newsletter and a letter to be sent to all homeowners regarding the replacement shutter.

**MANAGEMENT REPORT:**

Bridget Spence reported that violation notices will be sent out on a case-by-case basis after discussion with a board member. Omar Mejia and Janet Feliciano will be on property weekly assisting with landscape and compliance issues.

Aldo Boldi has submitted his resignation package; Casey will be in the process of interviewing a new maintenance handyman. In the meantime Aldo has submitted a full inventory of GOM tools and assets as well as promised to stay and finish a list of items and to help train the new hire. Another suggestion for further investigation is the offer from Aldo to become a subcontractor and

take care of the maintenance for the association by contract for one year. He must submit proof of insurance, a W-9 form and a proposal for further consideration.

**A motion was made by Bill Byers to purchase four new golf cart batteries for \$664.47. Nancy Dillard seconded the motion and all approved by voting aye.**

2013 damage and wood repairs are now waiting on the bid process. Currently two owners are satisfied.

2014 Paint Project bid process: A letter in effect for pressure washing roofs and wood repair will be sent out giving villa owners thirty (30) days to pressure wash and or repair fascia prior to beginning the painting project. If not done by the owner at that time, the painting contractor will do it.

#### **PRESIDENT'S REPORT:**

Architecture Committee membership will be addressed at the next Board meeting.

Landscape Committee membership change: **Bill Byers made a motion to approve Randy Robinson as the irrigation point of contact. Rick Randall seconded the motion and all approved by voting aye.**

Pat Richmond made a presentation for villa rental term restrictions. The Declaration of Covenants and Restrictions provide for leasing, but set no timeframe, such as six- or twelve-month minimums. The Board created an ad hoc committee to investigate amending the Declaration of Covenants and R on lease term limits. Pat Richmond will chair the committee and Janet Stockwell will be the Board representative.

The Beneva and 12<sup>th</sup> Street exit and traffic violation issues were discussed. **Nancy Dillard made a motion to move the stop sign on the north side of the 12<sup>th</sup> Street entrance up to the white line to mirror the south side. William Tidmore seconded the motion and all approved by voting aye.**

**Bill Byers made a motion to have all violation letters discussed with at least one Board member before being sent out by Casey Management. Rick Randall seconded the motion and all approved by voting aye.**

#### **VICE PRESIDENT'S REPORT:**

Peg Tams submitted a written report in her absence. All 2004-2014 Board motions have been scanned and indexed. The earlier records are still to be done.

Street Captains: all are confirmed and updated on the website and in the owner directory. Peg Tams sent each of them the document outlining their responsibilities. At the May BOD meeting we can talk about whether to have a street captain meeting.

**SECRETARY'S REPORT:** Directory is ready to go to Casey for printing at Sir Speedy.

#### **TREASURER'S REPORT:**

There is a problem with the irrigation system controls and possibly the pump. We will fix the controls first to see if that fixes the problem. If not, we will have to fix/replace the pump. **Bill Byers made a motion to accept the quote in the amount of \$3455.33 for the variable frequency drive from AAP. Nancy Dillard seconded the motion and all approved by voting aye.**

Year-end financials are not yet available, but we are about \$9000.00 over budget. We had additional painting and irrigation expenses which were covered with pooled reserves, but we

need to carefully consider how we adjust the money from year to year. The Reserve Study is in progress.

**ARCHITECTURE COMMITTEE REPORT:**

No report yet on the street sign project. Please copy both Marcia Wood and Bill Tidmore on all Architecture Committee Requests for Approval.

**LANDSCAPE COMMITTEE REPORT:**

Rick Randall reported that we are still awaiting Sarasota County approval to plant Jatrophas in the fence niches along 17<sup>th</sup> Street (pending a call back from Dave Young who is on vacation). The City of Sarasota has already approved.

**Rick Randall made a motion to accept the quote by TruScapes to plant two Slash Pines by the east and west gazebos for a cost of \$670.00. Nancy Dillard seconded the motion and all approved by voting aye.**

The carrotwood tree at the east gazebo was severely damaged by a recent storm and it was determined that it will not survive. **Rick Randall made a motion to accept the quote by Black Tie to cut down the carrotwood tree and grind the stump for a cost of \$425.00. Bill Byers seconded the motion and all approved by voting aye.**

Edie Kaplan has resigned from the Landscape Committee.

Villa 2 owners have an oak tree growing in their inside courtyard (Area B). As it is causing damage to their own and neighboring villas, they desire to remove it. They contacted the City arborist, Nigel Wiete, who agreed that it should be removed; however, he required the GOMHA Board to provide a letter of agreement to have two new oak trees planted on common ground. The owners of Villa 2 will pay for the trees. **Nancy Dillard made a motion to approve the removal of an oak tree at Villa 2 and to agree that two (2) five-inch (5") diameter oak trees can be planted on Manor property. Rick Randall seconded the motion and all approved by voting aye.** Casey Management will write the letter required by the city.

**MAINTENANCE COMMITTEE REPORT:**

Janet Feliciano from Casey Management is following up on the two currently reported street light outages and repairs. The Beneva wall paint project is complete.

Ray Stockwell presented concrete quotes for sidewalk and driveway repairs for villas 37, 76, 77, 85, 82 and possibly 197 and several sections of the lake sidewalk. Ray requested \$10,000.00 or less to make repairs. Villa 188 was also brought up as a safety issue. We will wait another month for analysis and discussion.

**OLD BUSINESS:** The Reserve Study was already covered.

**NEW BUSINESS:** Input is due to Edie by COB Wednesday, 30 April. Thanks to those who were early and have already submitted their inputs.

The Newsletter will include a survey regarding the regular Board meeting time and ask residents if we changed the meeting time would they attend.

**OWNER COMMENTS:**

Bob Littlefield, Villa 17 - Requested assistance with a landscape problem where the driveway and lawn meet which was caused by an edger. Also, mentioned a problem with a missing stop sign opposite the back gate coming from the direction of Glen Oaks Ridge. Without that stop sign, cars exiting the back gate can get stuck heading into the intersection as on-coming traffic does not stop. Casey will mention this to the other associations. Also, could we look into painting/replacing the two red posts and unreadable sign on his street?

Scott Nutter, Villa 37 - Reported that the new circus postage stamps will be released on May 1.

Viola Goldberg, Villa 99 - Could not be present, but asked Janet Stockwell to remind everyone about the All Faiths Food Bank. Children are out of school and will not be receiving a free lunch which will cause many to go hungry. Donations may be made at Gateway Bank locations.

**NEXT MEETING DATE:** Due to the Memorial Day holiday, the next regular Board of Directors meeting will be Tuesday, May 27, 2014 at 4:00 p.m. at Faith Presbyterian Church.

**ADJOURNMENT:** Upon a motion made by Nancy Dillard and seconded by Bill Tidmore, the meeting was adjourned unanimously at 6:25 p.m.

Submitted by: Janet Feliciano, Association Manager