

**GLEN OAKS MANOR HOMEOWNER'S ASSOCIATION, INC
BOARD OF DIRECTORS MEETING – JANUARY 27, 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, Sandy Kennedy, 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, Edie Kaplan - Villa 104, Scotty Ledford - Villa 8, Sandy Levine - Villa 46, Phyllis Woodroof - Villa 25, Marcia Wood - Villa 19, and Rick Randall - Villa 82.

APPROVAL OF MINUTES: Copies of the minutes of the Board of Directors regular meeting of December 16, 2013 and the Board of Directors Budget Workshop of December 30, 2013 were distributed. **A motion was made by Nancy Dillard to waive the reading of the minutes and to approve both sets of minutes. Steve Levine seconded the motion and all approved by voting aye.**

MANAGEMENT REPORT:

Janet Feliciano reported that there were four parking violations reported this last month. Seven miscellaneous violation letters were sent out: three owners have corrected the problem and three owners have received multiple letters.

Omar Mejia and Janet Feliciano will be on property assisting with landscape and compliance issues and were on property January 10 & 22, 2014 doing compliance inspections.

Janet Feliciano presented a list of repairs to split rail fences (9) and mailboxes (3) that Aldo has completed so far this year.

Janet Feliciano gave a street light repair update.

After reviewing aged receivables as of January 24, 2014, **Nancy Dillard made a motion to suspend the voting rights of seven villas (130, 155, 192, 21, 23, 31, and 59) that were ninety days in arrears of their assessments. Steve Levine seconded the motion and all approved by voting aye.** This resets the quorum required for the Annual Meeting from 60 to 57 homeowners present, in person or by proxy.

Election monitor volunteers for the February 1, 2014 Annual Meeting will be Russ Jackson (Villa 11), Virginia Carnihan (Villa 151), and Marcia Wood (Villa 19).

As Officer and Committee Chair Reports were not distributed in the Annual Meeting packets, they will be given orally at the Annual Meeting. Janet asked all to be brief.

Nancy Dillard made a motion to nominate the following Association members to the Nominating Committee: Bill Byers, Ella Williams, Randy Orde, and John Vogel. Sandy Kennedy seconded the motion and all approved by voting aye.

Currently, there are only two members nominated for the four open Board Member positions.

PRESIDENT'S REPORT: Janet Stockwell reported that she has received some suggestions from Association members for consideration, such as changing the painting cycle from summer to winter when more owners are in residence. This prompted a question as to the cost, i.e., does it cost more during season to have the work done? Another suggestion was chaining garbage cans at the gazebos. This prompted questions regarding the emptying of the cans and keeping them clean and odor free. Two tree signs were requested and approved by Landscape (one replacement for the White Geiger and one new one for the Gumbo Limbo).

Janet Stockwell discussed inappropriate behaviors in the Manor when it comes to personal property and compliance. Compliance is the Board of Directors and Casey Management's job. No one should touch anyone else's personal property.

VICE PRESIDENT'S REPORT: Sandy Kennedy reported that we have a Meet and Greet at 9 a.m. prior to the Annual Meeting where coffee and donuts will be served. Sandy and Janet Feliciano will work on this together.

SECRETARY'S REPORT: No report at this time.

TREASURER'S REPORT: Bob Zinn reported that through the ninth month of the budget (December 31, 2013) there is an operating cash balance of \$74,170, of which \$25,032 is in a money market account. The reserve account balance is \$370,393, of which \$235,450 is in a money market account. The association is over budget in the amount of \$15,817 through the ninth month of operating expenses. However, the net operating loss is \$10,745 with the reimbursements of Newsletter advertising and other miscellaneous income.

MAINTENANCE COMMITTEE REPORT: Steve Levine made a motion to approve six streetlights to be repaired by United Electric at an approximate cost of \$190.00 per light. Nancy Dillard seconded the motion and all approved by voting aye.

Aldo Boldi has 730 linear feet of pavers to replace: 600 linear feet were completed and paid for as an additional contract expense, with the remaining 130 linear feet to be done on association time. Hopefully by the end of March, he will complete the pavers in addition to grinding driveways and sidewalks and fixing mailboxes, weather permitting. Aldo stated that he will try to stain the new-colored pavers back to the original pavers' darker colors.

A point was brought up about Tru-Scapes crew who pivot their large mowers on the pavers. It has been observed that the pavers crumble and grout goes flying. This issue will be addressed with Tru-Scapes.

After investigating the cost of plumbing water to the gazebos and front entrance, it was determined that using water from nearby villas and reimbursing owners was much more cost effective. **Steve Levine made a motion to send a letter offering \$25.00 annually to Villas 50, 91, 113 and 19 for water to pressure-wash the entrance signs and gazebo areas. Bob Zinn seconded the motion and all approved by voting aye.**

The back gate is still waiting for striping for the arm and some owners are still experiencing problems intermittently with remote activation of the gate. Janet Feliciano will call Ron from Gate Doctor.

The Beneva wall project brought up more questions to get with George McGonagill about, mostly pertaining to the process involved in prepping the wall to receive the Super Paint. The questions were about pressure washing down to the block, if the wall needs stucco, and if the stair step cracks can be repaired with elastomeric. The need to get Artistry Paint started on this project and the roof vent pipes, stacks and solar pipes was expressed.

Steve Levine will start pricing additional entrance direction signs and street striping.

It was determined that new street signs falls under the Architecture Committee and William Tidmore agreed to pursue the issue.

ARCHITECTURE COMMITTEE REPORT: William Tidmore reported that the mechanical window handles are approved and an order has been placed for sixty of each type plus twenty block sets. These handles will be shipped to Janet Stockwell's home and are available at cost by check made out to the Association for \$50.00 each. Labor is separate and arranged by the homeowner.

Bill reported that the test of the prototype front window shutter on Marcia Wood's home still needs work and the vendor is working on the modifications.

Bill Tidmore made a motion for architectural approval of the utility fence at villa 194. Nancy Dillard seconded the motion and all approved by voting aye.

LANDSCAPE COMMITTEE REPORT: Janet Stockwell stated that some of the villas painted during this cycle need landscape refurbishment under the front window, but this will be done in the spring after the dormant season.

Janet shared that Lanes 3 South, 4 South & Court 2 North have no misters under the front windows – Janet will check with Bill Byers as she thought all had been completed. There are tree roots coming up through a street.

While conducting her landscape inspection, Janet noted that Villas 101-106 still have emergency alarms on the front of the homes, which were painted over. This is an easy fix to remove, patch, and repair and paint while the paint matches.

OLD BUSINESS: The Reserve Study has yet to be scheduled.

NEW BUSINESS: No new business.

OWNER COMMENTS:

Scotty Ledford, Villa 8 - Requested procedure for scheduling a moving sale. Casey Management handles.

Eddie Kaplan, Villa 104 - Reminded the Board Secretary that she needs the agenda for posting on the website. Eddie suggested we talk to George at Papa Nick's to sponsor a portion of our Meet and Greet (Sandy Kennedy said she will call them). Eddie reminded Committee Chairs and Board Members that reports are due for the Newsletter by COB, Wednesday, February 26, 2014.

NEXT MEETING DATE: The Annual Meeting will be February 1, 2014 at 10:00 a.m. at Faith Presbyterian Church. The Annual Meeting will be preceded by a Meet and Greet that begins at 9:00 a.m. and immediately followed by an Organizational Meeting of the Board of Directors at approximately 11:30 a.m. at Faith Presbyterian Church. The next regular Board of Directors meeting will be February 24, 2014 at 4:00 p.m. at Faith Presbyterian Church.

ADJOURNMENT: Upon a motion made by Nancy Dillard and seconded by Sandy Kennedy, the meeting was adjourned unanimously at 5:40 p.m.

Submitted by: Janet Feliciano, Association Manager