

GLEN OAKS MANOR HOMEOWNER'S ASSOCIATION, INC
BOARD OF DIRECTORS MEETING AUGUST 25, 2014
LOCATION: FAITH PRESBYTERIAN CHURCH

APPROVED

CALL TO ORDER: The Board of Directors meeting was called to order by Janet Stockwell, President, at 4:02 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, Peg Tams, Nancy Dillard, Bill Byers, Steve Levine, and William Tidmore were present in person. Rick Randall was excused. Also present were Bridget Spence and Janet Feliciano from Casey Condominium Management (CCM).

Homeowners present were: Edith Kaplan – Villa 104, Al Bottner – Villa 141, Pat Richmond – Villa 126, Deborah Kelch – Villa 142, Neal Carter – Villa 138, Caryn Vigoda – Villa 138, Bob and Judy Hores – Villa 80, Ray Stockwell – Villa 10, Paul Child – Villa 181, Robert Henry – Villa 29, Roy Burns – Villa 140, John Olivo – Villa 2, Toni Greif – Villa 134, Hendrika McDowell – Villa 149 and Bob Littlefield – Villa 17.

APPROVAL OF MINUTES: Copies of the minutes of the Board of Directors regular meetings of May 27, 2014 and June 9, 2014 were distributed. **A motion was made by Nancy Dillard to waive the reading of the minutes and approve the minutes. Bill Byers seconded the motion and all approved by voting aye.**

MANAGEMENT REPORT:

Inspections took place on June 5, 2014 with a Board discussion on June 19, 2014 and inspections again on August 19, 2014, as well as at various times while on property through the summer months.

The need for a letter and or alternative ways to communicate requests for compliance continues to be evaluated by the Board on a case-by-case basis.

Twenty-one items of compliance were completed from the June 5 inspection out of 48 observations that were reported, either through a friendly phone call, soft letter or strong letter of enforcement. Seven observations are on hold until after the next painting cycle.

As of the August 19 inspection, only three new observations were noted for action and one villa was called about leaking solar pipes as the occurrence was noticed. We will keep an eye on that unit for remedy.

United Electric was called to repair streetlights #18, #19 and #25. FPL was called to re-lamp streetlights #5, #20 and #29 on August 14.

We received a letter from FPL stating they would no longer provide mercury vapor re-lamping service and Janet is working on a clearer understanding of this impact. Meanwhile, FPL is still taking re-lamping requests which are for 100W metal halide bulbs. We will keep close watch on the current three requests.

Clayton "Bud" Werner is the new part time maintenance person for GOM, yet he has given notice and will stay on board until a replacement is hired. Justin Alday is expected to transition into the position.

After the presentation of bids from three paint contractors and discussion of the analysis of these bids by George McGonagall, **Nancy Dillard made a motion to accept Hein Brothers 3-year paint bid, which locks in pricing yet has an out clause. Steve Levine seconded the motion. The contract language will be reviewed and Sherwin Williams will be on site. All approved by voting aye.** Once the paint contract has been detailed, a second paint letter with the time frame and addition of the cost of wood fascia replacement will be sent out to those affected by the next paint cycle.

PRESIDENT’S REPORT:

Pat Richmond proposed an amendment to the Declaration of Covenants and Restrictions for short-term rentals with a 4-month minimum and 2 times a year limit per unit. The Board will review at the next meeting. The amendment must be reviewed by the Association’s attorney and then presented to all owners at the Annual Meeting for a vote.

The Association is in receipt of a letter from an attorney representing the owner of Villa 62 regarding her desire to have her driveway repaired. The priority for this year’s driveway repairs was trip hazards.

The owners of Villa 11 requested relief of home repair and painting totaling \$600.00, because the wall seam at the garage was not properly sealed prior to painting. The exterior of that wall must now be painted. There was a discussion at to what portion of the bill was the Association’s responsibility. **William Tidmore made a motion for the Association to pay half of the bill for a total of \$300.00. Bill Byers seconded the motion and all approved by voting aye.** It was noted that if this had occurred with a villa in the last paint cycle, that Sherwin Williams would repaint at no cost to the Association due to our warranty that covers paint and labor.

VICE PRESIDENT’S REPORT:

Peg Tams has finished archiving all Board minutes and has indexed all motions by topic. Because of the large volume of information, Peg proposed establishing a Board shared Drop box which she will create and send out invites by email.

We have copies of all Newsletters which were provided by Gloria Lowe. Peg asked if Casey Management could scan the complete set (as the last disk had even pages only) and put on a disk. Casey will arrange to do this.

SECRETARY’S REPORT:

All directories have been mailed and extras are available for \$5.00.

The Rules and Regulations will need to be amended and voted on at the Annual Meeting to be consistent with Board actions throughout the year.

The Standard Operating Procedures the Board adopted at the February meeting required Board members to provide reports and agenda items by Wednesday before the Monday meeting date. We need to get back to this practice. Bill Byers requested a reminder from Casey Management on the Friday before the Wednesday report due date.

TREASURER’S REPORT:

Bill Byers discussed the July 31 Financials, Miscellaneous July Expenses and a recommendation to add Allowance for Bad Debt to the Balance Sheet - \$14,843.00.

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|----|--------------------------|--|
| 1. | July 31, 2014 Financials | |
| | Operations | \$ 65,334.47 (38 % in money market funds) |
| | Reserve | \$ 435,303.53 (54 % in money market funds) |
| | Prior Yrs Fund Balance | \$ 66,208.92 |

2. Misc. July Expenses
- Operations:
- | | |
|------------------------------|------------|
| Light Poles | \$ 380.00 |
| Irrigation Repairs | \$1,552.30 |
| New Plantings | \$ 604.50 |
| Directory Printing & Mailing | \$1,035.90 |
| Audit | \$1,994.50 |
- Reserve:
- | | |
|---------------------------------|------------|
| Driveways | \$6,785.00 |
| Pavers | \$1,105.00 |
| Sidewalks | \$1,450.00 |
| Variable Frequency Drive | |
| Replacement for Irrigation Pump | \$4,060.00 |
3. Audit Discussion: Recommend adding Allowance for Bad Debt to Balance Sheet -- \$14,843.

ARCHITECTURE COMMITTEE REPORT:

William Tidmore presented an Architectural Approval Form for Villa 133 for approval to install Lexan panels on the front and side openings for use exclusively during hurricanes. **William Tidmore made the motion to approve the request as presented. Bill Byers seconded the motion and all approved by voting aye.**

William Tidmore presented Architectural Approval Forms for Villas 138 and 177 to install wrought iron fences behind the split rail fences in the courtyard. These requests were submitted after the fences had been erected and were in violation of Article VI Section 1 of the Declaration of Covenants and Restrictions. Discussion centered around the fence as a design feature which defies uniformity and the use of the courtyard to fence in small dogs which was discouraged. **Nancy Dillard made a motion to disapprove Villas 138 and 177 fence requests and requested Casey Management send a letter on behalf of the Board giving 14 days to comply with removal of the fences. Bill Byers seconded the motion and all approved by voting aye.**

William Tidmore presented a Roof Request for Villa 145 to have their roof replaced using the required Eagle tile. **William Tidmore made a motion to approve the request as presented. Peg Tams seconded the motion and all approved by voting aye.**

William Tidmore presented an Architectural Approval Form for Villa 197 to have all windows replaced. This is already approved as long as the windows are the bronze color.

William Tidmore presented an Architectural Approval Form for Villa 149 to install a new front door and sidelight. This is a one-piece replacement that meets Miami Dade hurricane requirements. This standard replacement results in the sidelight measurement being 12" shorter than the original. A custom fitted fabrication at additional expense would be required to match the original length. **Peg Tams moved to approve the request as presented. Steve Levine seconded the motion and all approved by voting aye.**

William Tidmore presented an Architectural Approval Form for Villa 29 to install new windows in the back, side and porch and to increase the size of the living room window to the same as the atrium. This action was tabled to a Special Board Meeting TBD.

A Front Window Shutter Project Update was not available, so Peg Tams will call Rick McKenna from NSA and ask for an update this week. This information will be included in the Newsletter.

William Tidmore is beginning work on the Street Sign Project and asked why we have Villa numbers and if they are required. He will bring sample drawings to the next meeting.

LANDSCAPE COMMITTEE REPORT: Rick Randall stated that palm tree trimming was completed and he will have the bid information for approval at the next meeting.

MAINTENANCE COMMITTEE REPORT:

Steve Levine will do another late night street light inspection and report.

Steve Levine stated that he and Ray Stockwell will re-inspect 57 villas on Tuesday, August 26, 2014 at 0900 for additional work for driveways and sidewalks. This year's priority was trip hazards of 1/2" or more. They will continue to work on the worst driveways first and systematically work their way down the list until all driveways and sidewalks are repaired.

Steve Levine requested that Casey Management have George McGonagall from Questar do a structural inspection of the gazebos.

Steve Levine noted that roof cleaning at Villa 44 has not been completed. The owner has been in touch with Casey Management and is aware of the requirement.

Steve Levine reported that workmen are parking directly on the corner of the road at Villa 146 blocking safe transit. He requested Casey Management send a letter to the owner of Villa 146 to stop workmen from parking on this dangerous corner.

Steve Levine is concerned about Villa 163 and whether anyone is looking after it. He wants the owner to be aware of the upcoming paint cycle and repair requirement.

OLD BUSINESS: Nothing addressed at this time.

NEW BUSINESS: Nancy Dillard made a motion to hold the Annual Garage Sale on Saturday, November 8 with the Resident Only sale on Friday November 7. Rain dates are November 14 and 15. An announcement will be made in the September Newsletter. Bill Byers seconded the motion and all approved by voting aye.

OWNER COMMENTS:

Edie Kaplan, Villa 104 – Requested a brief biography for the new maintenance man for the Newsletter. Stated reports for the Newsletter are due Wednesday at 5 p.m. Questioned the status on mailbox finials – all done. Noted that spray-painting garage doors goes in-between the cracks. It was suggested to use a razor knife in the seams. Asked if new owners were signing information releases. Stated that Villa 48 has a small irrigation leak. Requested Casey Management to ask Bud if the \$625.00 he charged her for outside work included the painting requested by GOMHA.

Nancy Dillard noted that Edie has raised \$2,149.00 in advertising dollars to support the Newsletter.

Robert Henry, Villa 29 – Concerned that the "Life Center" Harvest is building on their property next door will include drug rehab. Is there a zoning change needed for a dormitory?

Bob Hores, Villa 80 – Has timed the traffic light at Beneva Rd at 12-15 seconds. He called Sarasota County (861-5000) and opened a service request # 340625 with Joyce Gogola. Bob asked about tree trimming – answer December 2015. Stated that communication with Casey Management was problematic: not responding to emails.

NEXT MEETING DATE: The next regular Board of Directors meeting will be Monday, September 22, 2014 at 4:00 p.m. at Faith Presbyterian Church.

ADJOURNMENT: Upon a motion made by Peg Tams and seconded by Nancy Dillard, the meeting was adjourned unanimously at 7:35 p.m.

Submitted by: Janet Feliciano, Association Manager