

The Park at Wolf Branch Oaks Homeowners Association

Inc, Board of Directors Meeting Minutes for April 26 2023

Reach Church

Call to Order:

- at 6:00PM
- by Joseph Routt

Verification of Quorum:

- 4 of 4 Board Members in attendance.
- Joseph Routt, Karin Pierson, Perry Pierce, Gary Carter

Proof of Notice

- Notice provided in accordance with Florida Statutes

Previous Meeting Minutes:

- Motion to approve the previous Board of Directors Meeting minutes from 4/26/2023 as Submitted. By: Karin Pierson
- 2nd by: Perry Pierce
- Vote: Unanimous by Members Present

Reports 6.1 Financial Report

● **Discussion: Financial Report**

Karin reported lot#024 and #055 have not paid this year's dues. Lots# 033, 094 have outstanding balances. Lot #096 has credit on file (Over payment) a check will be issued.

Truist Bank account has been closed, a check should be mailed to Joe's address by the end of the week.

HOA Annual Report should be completed by April 8 2023

IRS taxes were submitted on March 3rd, no taxes were charged.

Motion made by Perry Pierce to authorize Karin Pierson to spend up to \$500 for printer ink and postal stamps.

motion seconded by Carter. Motion approved

6.2 Architect Control Committee

● **Discussion: Architect Control Committee**

1 Request for a flag pole Approved.

Motion made by Karin Pierson seconded by Gary Carter to accept Michael Poloniecki as a member of the ACC Committee.

Spring letters were mailed by Specialty Management to residents

ACC members are working to revise our Application Forms

Members are updating the existing approved exterior color charts and revising the guideline procedures.

6.3 Landscape Committee

● **Discussion:**

One bulb was replaced during this month's Entrance Light System inspection: Cost \$15 New Mulch was applied to all previous mulched beds: Entrance, Gazebo and 3 Cu 1-da-sacs

Motion was made by Joe Routt and seconded by Gary Carter to pay Prestige Pro for an invoice of \$3,000 for installation of Mulch

6.4 Water Committee

- **Discussion: Water Committee**

Gary Carter requested an update on water refunds to homeowners that have not been paid. Karen will research and report back.

Based on the recommendation of the Water Committee the following Water Plant work was approved..

Perry Pierce made a motion to pay \$2,215 for water tank inspection seconded by Gary Carter.

Karin Pierson made a motion to pay \$2,970.00 for the replacement of 8 water meters.

Perry Pierce made a motion for Joseph Routt to replace the battery and air filter on the water plant Generator.

7. Unfinished Business 7.1 Water Plant Shed

- **Discussion: Water Plant Shed**

The Water Committee is still working on estimates for a new Water Plant shed.. After discussion Joseph Routt will arrange for the existing shed to be treated for insects.

7.2 Non Compliance Committee

- **Discussion: The Non Compliance Committee**

Joseph Routt will provide Board Members with the letter, prepared by Scott Baker, to be sent to Homeowners who fail to correct ACC violations.

7.3 Needed Policy on Usage of the Park

- **Discussion: Needed Policy on Usage of the Park**

Joseph Routt will supply Board Members with the completed documents with the plan to finalize at the next board meeting.

7.4 Follow Up on Insurance Rep/Policies

- **Discussion: Follow Up on Insurance Rep/Policies**

Joseph Routt has all the information and is still sorting through policies. Requested Karin to provide more documents.

8 New Business

- **Discussion: New Board Member**

Perry Pierce made a motion to accept Denise Palonicki as a new Board member. Second by Karin Pierson.

8.6 ACC Tracking Software

- **Discussion: Best way to track ACC violations**

Joseph Routt will be testing a Software package HOA-LIFE.

9. Next Board Meeting

- **Discussion: Next Board Meeting**

May, 17 2023

10. Open Forum to any Current Residents

No Residents present.

Adjournment:

- Motion to adjourn at 8:30PM by Gary Carter 2nd by Perry Pierce Vote: Unanimous by Members Present