

Jan 21, 2019 Board Meeting Minutes

Attendees:

Meeting Date: 01/21/2019

Location: 23229 Oak Cluster Drive, Sorrento, FL 32776

Board Member Participants:

Joe Routt – President

Myrtle Webb – Vice President

Karin Pierson – Treasurer

Jeff Coldren – Director

Jeff LaChapelle – Director

Opening:

The monthly Board of Directors meeting at The Park at Wolf Branch Oaks, Inc. was called to order at 6:45 p.m. on January 21, 2019 by President Joe Routt. It was noted that the meeting had been posted properly and in a timely manner. Joe also noted that a quorum was established with above board members in attendance.

Approval of Minutes:

The minutes of the previous two board minutes dated November 19, 2018 and November 26, 2018 were unanimously approved as distributed with Myrtle motioning to approve and Karin seconding.

Report Outs:

Treasurer Report

Treasurer reports have been accepted by the Board as submitted by Treasurer Karin Pierson which included the following reports for the month ending Dec. 2018:

A/R Aging Summary	Check Detail
Balance Sheet	Deposit Detail
Budget vs. Actual	Profit and Loss

Karin reported that Alex Dobson, our accountant at Greenlee, Kurras, Rice, Brown & Garner, CPA will be signing into our account with QuickBooks to do our taxes for the year 2018.

Lot number 97 finished all payments regarding their bankruptcy, satisfying the account.

Utility Tech will credit Billie Plunk \$450.00 for a meter over read error.

We have one estoppel, which we will receive HOA dues for from the title company.

Joe asked Karin to find out how much it will cost to use a collection agency to assist in recovering past due A/R accounts.

ARC Committee

Jeff Coldren reported the lot number 57, currently empty, has a request to build a home.

He did a drive through the neighborhood with no deficiencies to report. They are not looking at yard discrepancies due to the winter season.

Landscape Committee

Myrtle Webb reported we spent \$84.00 for irrigation repair.

The Landscape Committee is low on members and would like to put the yard of the month program on hold until membership increases.

Myrtle stated she will be resigning her position as Landscape Chairperson by April.

Myrtle reported that Mike Clark from Tower Hill Insurance will be coming Friday January 25 for a property inspection, to include the water well. Joe advised Myrtle to ask if he sees any areas where we can save money on our premium.

Water Committee

Kevin Rees reported the mid-December tank inspection revealed minimum corrosion and no issues with the thickness of the holding tank. There are no urgent issues to address, however, some may arise within the next five years.

Kevin is working on finalizing the agreement with Utility Technicians and came up with a number of \$8211.40. He will send a letter to Karen at Utility Tech requesting that amount.

Joe asked for everyone's thoughts on designating an area inside a new water plant shed to hold board meetings.

Open Issues/ Old Business

CC&R Updates: A copy will be emailed to all residents with the proposed changes. With that email will also be a request to meet for signature approval. Those residents whom we don't have email addresses for, Joe will knock on their door and hand deliver a copy.

No Solicitor signs: Jeff Coldren will find signs. He made a motion, seconded by Joe to authorize up to \$100.00 for the purchase of signs and posts at the entrance and exit of the community.

New Business

Ruth Brady submitted her resignation letter as secretary to the Board as she has sold her house. Jeff LaChapelle has agreed to take over duties as secretary. Myrtle will ask Gary to update the website with this information.

Joe Routt suggested that his neighbor has expressed an interest in being involved and could possibly be a replacement for Myrtle as chairperson of the Landscape Committee.

Items for Discussion at the Next Meeting

None.

Adjournment:

Adjournment of meeting was motioned by Myrtle and was seconded by Joe. The motion carried and the meeting was adjourned at 9:10 p.m. The next regular meeting will be at 23229 Oak Cluster Drive, Sorrento, FL 32776 on February 6, 2019 at 6:45 p.m.

Minutes submitted by: Jeff LaChapelle - Secretary

