

March 21, 2016 - Board Meeting Minutes






Monday, March 21, 2016 6:30 PM

Attendees:

Meeting Date: 03/21/2016 6:30 PM

Location: 32314 Oak Canopy Drive, Sorrento, FL 32776

Board Member Participants

-  [Joe Routt - President](#)
-  [Kevin Rees - Director](#)
-  [Myrtle Webb - Vice President](#)
-  [Gary L Carter Jr](#)
-  [Bob Dowdie - Treasurer](#)

Opening:

The monthly Board of Directors meeting of The Park at Wolf Branch Oaks Inc. was called to order at 18:27 on March 21, 2016 in 32314 Oak Canopy Drive by President, Joe Routt. It was noted that the meeting notice 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 Agenda

The agenda was unanimously approved as distributed.



Agenda
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Approval of Minutes

The minutes of the previous meeting dated February 15, 2016 were unanimously approved as distributed with Joe making a motion to approve and Bob seconding the motion.

Report outs

Treasurer Report

Treasurer Reports have been accepted by the Board as submitted by Bob Dowdie which included the following reports for the month ending February 2016: ([submitted reports](#))

- 1) Income Statement Report
- 2) Current Month and YTD Budget vs Actual Report
- 3) Accounts Receivable Report
- 4) Deposits Report
- 5) Check Issued Report
- 6) Journal Entries Report
- 7) General Ledger Report
- 8) Balance Sheet Report

Bob noted that Lot 45 has sold. He also mentioned that Lot 77 is still in limbo as we are not sure if this will go to foreclosure or not.

ARC Committee

Jeff Coldren has agreed to chair the ARC Committee, a motion to accept Jeff as the ARC Chairperson was made by Joe and seconded by Myrtle. The board agreed unanimously to the motion. Also Debbie Hadden has decided to join the ARC Committee, a motion was made by Myrtle to accept Debbie as a committee member and this was seconded by Joe. The motion passed with no objections.

Myrtle discussed the results of the drive thru report, discussion was had and at this time no action is needed. The Board and committee members in attendance then had discussion regarding Lot 21 and the amount of items that are currently being stored in the driveway. The Board felt that someone from ARC should have a conversation with the owners to see if they would be willing to clean up there yard and

driveway. Jeff stated that he would report back to the Board his findings at the next meeting.

It was also requested that a letter be sent to the homeowners welcoming Jeff as the new ARC Chairperson, along with the summary of the Residential Planning Criteria Guidelines. The ARC Committee will draft the letter and will then send it on for review.

The following ARC Requests were then reviewed and all were approved with no additional actions needed.

ARC Request - Becky Long

Discussed Becky's request for a Fence, which was approved by the board. There was also a request for the front door to be painted which was also approved.

Steve Adams has joined.

ARC Request - Adrienne Savory

Discussed Adrienne's request for Landscaping, which was approved by the board.

ARC Request - Ken Brown

Discussed Ken's request to add a fence, which was approved by the board.

ARC Request - Elizabeth Herold

Discussed Elizabeth's request to paint their home, request was approved by the board.

ARC Request - George Long

Discussed George's request to remove a tree that is starting to have issues; the request was approved by the board.

Landscape Committee

Myrtle discussed that our Landscape Company removed several dead trees that were in the Park area and that the committee is working on the 5-year plan which will include some suggestions as to what could replace these plantings. The committee is targeting to have the 5-year plan drafted and to the Board in Mid-Summer.

Social Committee

Gary noted that the Easter Egg Hunt seemed successful and that there seemed to be a good turnout. The next schedule event will be the Community Tag Sale in April.

Water Committee

Joe noted that there was no update at this point in time.

Open Issues / Old Business

1. Entrance Lighting Project - After reviewing the quotes that had been submitted, the Board felt that the quote from Prestige Pro is the correct direction for \$10,500. Motion was made by Joe and seconded by Gary to move forward with the entrance light replacement project. The motion carried with no objections.
2. ARC Committee Open Position - Jeff Coldren has accepted the opening, the ARC Committee update for additional updates.
3. Social Committee Open Position - No updates at this time.
4. Usage Request for the Park - Joe suggested that we look at a release from liability statement / form for residents to sign if they want to use the common grounds. The suggestion currently is to talk with the insurance company to understand the Risk before anything is decided.

New Business

1. New ARC Requests for Review - Reviewed in the ARC Committee update
2. Lot Payment Schedule - A new letter was sent to the owner outlining the new payment schedule for 2016 which had been agreed upon by the board in the February meeting. If additional information is needed a request could be made to Treasure for details.

Agenda for Next Meeting

- 1) Committee Report Outs
- 2) Entrance Lighting Project - Update

Adjournment:

Adjournment of meeting was motioned by Joe and was seconded by Myrtle. The motioned carried and the meeting was adjourned at 21:21. The next Board meeting is scheduled for 18:30 on April 18, 2016 at 32314 Oak Canopy Drive.

Minutes submitted by: Gary Carter - Secretary