

July 25, 2016 - Board Meeting Minutes



Monday, July 25, 2016 6:30 PM

Attendees:

Meeting Date: 07/25/2016 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 18:32 on July 25, 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
Sheet 07-25

Approval of Minutes

The minutes of the previous meeting dated June 22, 2016 were unanimously approved as distributed with Bob making a motion to approve and Joe 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 June 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

ARC Committee

Jeff Coldren noted in the most recent drive thru in July that there were two additional findings. The committee is asking to be able to send out 7 first letters to residences of which the Board agreed.

A question was brought up by Jeff around political signs being allowed during election time. Upon reviewing the CC&R as written, The Board felt that such signage would be in violation of the CC&R. Myrtle however did recall that there could be an overriding County ordinance that would allow for such signage. Jeff stated that he would call County Code Enforcement to get a better understanding and would report back to the Board during the August meeting.

Landscape Committee

Myrtle noted that the French Drain that had been approved as part of the work that was being performed at the front entrance had been completed. She did note that there could still be a small issue with drainage in this area and that the members of the committee are investigating and would report back as they are trying to prevent mulch for washing out.

Water Committee

Kevin noted there was nothing new to report at this time. He did state that the Water Committee would be meeting in sometime in the beginning of August and would report back to the Board during the August Board meeting.

Open Issues / Old Business

- 1) Usage Request for the Park - Topic was tabled until a new legal firm is retained. It was noted that is a request was to come up it would be reviewed on a per request basis.
- 2) Fence Repair Status Update - Repairs had been completed, during the completion of the work a couple of extra boards were noted for repair which increased the cost by \$25.00 over the approved amount. This overage was approved by Joe Routt (President).
- 3) ARC 1st Notice - Topic was discussed under the ARC Committee monthly update.

New Business

- 1) 5-Year Plan for Landscaping - The topic was tabled at this point due to the Landscape Committee not meeting in July month. Myrtle will be looking to reschedule this presentation at an upcoming Board meeting.
- 2) Annual Meeting Planning (Week of Sept 19th) - The Board is currently targeting Thursday, Sept 22 at 7pm. A final announce of the meeting will be made once Joe has secured the hall. Joe also stated that he would email the Board once the date was firm via email so that preparations for the posting could be made before the next Board Meeting.
- 3) Review Legal Proposals - Proposals from three firms have been given to the Board members for review. It was discussed that with the annual meeting coming up in September that a final decision around the new firm should be tabled until a new board is affirmed as there is currently no rush. Discussion was also had that before a new firm is selected that the firm should be interviewed by a panel of at least two Board members along with either the ARC Chair or Co-Chair.

Items for Discussion at the Next Meeting

- 1) Committee Report Outs
- 2) Annual Meeting Preparation
- 3) Update from Jeff on Political Signage based on conversation with County Code Enforcement

Adjournment:

Adjournment of meeting was motioned by Gary and was seconded by Joe. The motioned carried and the meeting was adjourned at 20:00. The next Board meeting is scheduled for 18:30 on August 22, 2016 at 32314 Oak Canopy Drive.

Minutes submitted by: Gary Carter - Secretary