

June 22, 2016 - Board Meeting Minutes



Wednesday, June 22, 2016 6:30 PM

Attendees:

Meeting Date: 06/22/2016 6:30 PM

Location: 23305 Oak Cluster 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 18:36 on June 22, 2016 in 23305 Oak Cluster 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 May 31, 2016 were unanimously approved as distributed with Joe making a motion to approve and Kevin 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 May 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

There were no additional items to discuss at this time.

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ARC Committee

Jeff Coldren noted that in the most recent drive-around that there had been a couple of additional areas of concerns noted with residential properties. During the discussion a question came up as to if the sidewalks that are in front of a residences are the responsibility of the residence, the Home Owners Association, or the County, when it comes to cleaning them. Members of the Board were not certain and noted that a review of the CC&R documents would need to be had to see who's responsibility it is to clean the sidewalks.

Landscape Committee

Myrtle noted that our landscaper has replaced some of the plantings in the Front Entrance area along with the mulching that had previously been approved. She also noted a new French Drain is also being installed in the front entrance area to correct the wash out that is happening.

Water Committee

Kevin noted that the fuel tank for the generator has been top off and that everything should now be in shape for storm session. Bob also stated that the annual water report has been received and that a copy will be sent out to the residences along with uploaded to the HOA's website.

Open Issues / Old Business

- 1) Usage Request for the Park - Joe would like to talk to legal consul before we proceed further on this.

New Business

- 1) Fence Repairs - Myrtle noted that there are several areas along the fence line that are in need of repairs. She stated that she is currently in the process of gathering quotes for these repairs. One of the quotes that have been received for this work totaled \$204.00.

During discussion the Board agreed to authorize \$225.00 for the repairs with the motion being made by Joe and a second by Gary. There was no objection from the board and the motion carried.

- 2) Golf Cart Issues - It was noted that there has been both golf carts and 4-wheelers riding in the common / reservation areas of the association. As part of the discussion, it was stated that those that had been riding the 4-wheelers in these areas had been spoken with about the situation. These residences stated they had not been aware this was not allowed and stated that they would not continue.

Joe noted that maybe we should also post on the associations website the following state statues (316.212 - Operation of Golf Carts & 316.2123 - Operation of an ATV) to make residences aware of the current state laws around the operation of such vehicles.

Items for Discussion at the Next Meeting

- 1) Committee Report Outs
- 2) Usage Request for the Park
- 3) Discussion of the 5-Year Plan for Landscaping
- 4) Discussion about the Annual Meeting (Week of Sept 19th)

Adjournment:

Adjournment of meeting was motioned by Joe and was seconded by Bob. The motioned carried and the meeting was adjourned at 20:13. The next Board meeting is scheduled for 18:30 on July 25, 2016 at 32314 Oak Canopy Drive.

Minutes submitted by: Gary Carter - Secretary