

Feb 25, 2019 Board Meeting Minutes

Attendees:

Meeting Date: 02/25/2019

Location: 23229 Oak Cluster Drive, Sorrento, FL 32776

Board Member Participants:

Joe Routt – President

Myrtle Webb – Vice President

Karin Pierson – Treasurer

Jeff LaChapelle - Secretary

Jeff Coldren – Director

Opening:

The monthly Board of Directors meeting at The Park at Wolf Branch Oaks, Inc. was called to order at 6:48 p.m. on February 25, 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 board minutes dated February 6, 2019 were unanimously approved as distributed with Myrtle motioning to approve and Joe 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 Jan 2019:

A/R Aging Summary

General Ledger

Balance Sheet

Open Purchase Orders Details

Budget vs. Actual

Profit & Loss Compared to Same Time Last Year

Check Detail

Profit & Loss YTD Comparison

Deposit Detail

Karin reported the HOA fees balance and which residents still owe. Letters will be mailed to delinquent residents with current balance due to interest and informing them of lien fees as outlined in the CC&R's. Write-offs from water billings will be in a report from Utility Tech reflected on next months report. Annual report was filed with the State of Florida and a notarized "Statement of Fact" was sent to the Corporation Division of Florida to investigate an unknown person listed as a Board Member. Greenlee, Kurras, Rice, Brown & Garner – our CPA's are in the process of preparing the taxes.

ARC Committee

Jeff Coldren did a drive through and had three concerns:

1. Mildew on fences by the water plant
2. Lack of progress on house with ARC request to paint
3. Mailboxes

Landscape Committee

Myrtle reported that the plants by the fence line will be put in by mid-March. She is currently getting quotes for lifting the Oaks in the outer common areas.. She also met with Mike Clark from Tower Hill. He took pictures and recommended we stay in touch with our agent twice a year for advice/ recommended changes.

Water Committee

Joe reported that the water tank passed the inspection and is certified for another five years. All water committee members agree that we should inspect in three more years to check for deficiencies. It's also agreed that now is the time to replace the deteriorating shed since it's not likely the plant will need any funds until the three year inspection. Marty on the water committee is getting quotes for a 12 x 24 and a 12 x 30 shed. The seven meters with the highest usage will be replaced with the funds approved to replace 11 meters per year. The remaining four with the highest usage will be replaced at the end of the year to allow for any accidents/malfunctions that may need replacing during the year.

Open Issues/ Old Business

Eleven residents have already signed the request to update the CC&R's. We have one more "No Soliciting" sign to hang. Jeff Coldren will find an optimal spot to hang it up.

New Business

Nothing to report.

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 8:05 p.m. The next regular meeting will be at 23229 Oak Cluster Drive, Sorrento, FL 32776 on March 25, 2019 at 6:45 p.m.

Minutes submitted by: Jeff LaChapelle - Secretary

