

## **FEB 24, 2020 Board Meeting Minutes**

### **Attendees:**

Meeting Date: 02/24/2020

Location: 23229 Oak Cluster Drive, Sorrento, FL 32776

Board Member Participants:

Joe Routt – President

Myrtle Webb – Vice President

Karin Pierson – Treasurer

Jeff LaChapelle – Secretary

Steve Koontz - Director

### **Opening:**

The monthly Board of Directors meeting at The Park at Wolf Branch Oaks, Inc. was called to order at 6:47 p.m. on February 24, 2020 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 January 27, 2020 were unanimously approved as distributed with Myrtle motioning to approve and Steve seconding.

### **Report Outs:**

#### **Treasurer Report**

Treasurer reports have been accepted by the Board as submitted by Treasurer Karin Pierson which included the following reports:

Balance Sheet

Budget vs. Actual

Profit & Loss

Karin informed us that the remaining collectible balance for the annual assessment is \$3204.56.

The Remaining Utility Tech water billing is \$1164.68.

The annual Corporation papers were filed with the State of Florida and Federal income taxes have been filed.

### **ACC Committee**

Cheryl Altemose attended the February 5<sup>th</sup> meeting.

A roof request was approved for Lot 3.

Letters were sent to four residents for parking in the preservation area. Photos were included with the letters.

Myrtle presented the new updated prices for mailbox replacement and repairs from The Beautiful Mailbox Company.

### **Landscape Committee**

Two new members have joined the Landscape committee. Tony Jackson is the new Chairperson.

### **Water Committee**

Submitted a final draft of the "Notice Letter to Residents" about the change in billing service to RCM. Myrtle made a motion to accept the letter as written and Jeff seconded it.

Kevin will review and update the tariff with RCM's information and change the base rate to the new rate of \$6.00.

Lot 67 is requesting a partial refund on their water bill for overbilling. Their meter is difficult to read and is scheduled to be replaced with the next batch of replacement meters. Joe made a motion to refund \$79.65 and Steve seconded.

### **Open Issues/ Old Business**

Paul Madison gave information to Joe about upgrading the storage shed at the water plant.

Payments from Lot 92 for the water valve were billed in 4 monthly payments, vice 3. The resident is current in their payment plan.

### **New Business**

Prestige Pro gave an estimate of \$75.00 to check the entrance lighting monthly. Any bulbs requiring replacement will be an additional \$15.00/bulb. Myrtle made a motion to try it for three months before amending our contract with them. Karin seconded the motion.

### **Items for Discussion at the Next Meeting**

New Business items above.

### **Adjournment:**

Adjournment of meeting was motioned by Myrtle and was seconded by Steve. The motion carried and the meeting was adjourned at 8:05 p.m. The next regular meeting will be at 23229 Oak Cluster Dr., Sorrento, FL 32776 on March 23rd, 2020 at 6:45 p.m.

Minutes submitted by: Jeff LaChapelle - Secretary

