

## **September 14, 2020 Board Meeting Minutes**

### **Attendees:**

Meeting Date: 09/14/2020

Location: 23229 Oak Cluster Drive, Sorrento, FL 32776

Board Member Participants:

Joe Routt – President

Myrtle Webb – Vice President

Karin Pierson – Treasurer

Jeff LaChapelle – Secretary

### **Opening:**

This Board of Directors meeting at The Park at Wolf Branch Oaks, Inc. was called to order at 6:49 p.m. on September 14, 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.

Joe made a motion to accept our attorney's recommendations and exercise our authority to cancel and reschedule the annual meeting due to a state of emergency. This is in accordance with Florida statutes S.617-0830 and S.252.36. Myrtle seconded the motion. The current state of emergency is due expire November 3<sup>rd</sup>. Notice will be sent to all residents stating such.

### **Approval of Minutes:**

The minutes of the previous two board meetings were unanimously approved as distributed with Myrtle motioning to approve and Jeff 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

Profit and Loss

Budget vs. Actual

Karin reported that one resident is overdue on their water bill. They made a partial payment and agreed to be caught up by September 25<sup>th</sup>.

Karin reported two estoppels; one closed on August 28<sup>th</sup> and the other is due to close on September 30<sup>th</sup>.

### **ACC Committee**

Myrtle reported that one request for an extension on a driveway had been approved.

One non-compliance 2<sup>nd</sup> letter was sent to Lot 39, with a comply by date of 9/15.

### **Landscape Committee**

Myrtle reported a small tree limb went down over the sidewalk. Prestige Pro removed the limb for \$125. They also cleaned 3 canister lights at the entrance, for an expense of \$75. They agreed to continue the entrance light service on a monthly basis.

No repairs or expense was incurred for the irrigation system.

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

Garry from Bosshardt Property Management showed up at 7:20 p.m. Myrtle made a motion to hire them beginning October 1, 2020 with Karin seconding. The motion passed unanimously, and Joe signed the contract. Garry explained the turnover process and answered some final questions from the board.

Karin gave Garry a check for \$1000 to open our operating account with First Federal Bank of Florida.

Myrtle reported two volunteers from the letter to the residents. One is volunteering to be on the Water Committee and the other on the Landscape Committee.

### **New Business**

No new business to report.

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

Open issues from above.

**Adjournment:**

Adjournment of meeting was motioned by Myrtle and was seconded by Karin. The motion carried and the meeting was adjourned at 8:29 p.m. The next regular meeting will be at 23229 Oak Cluster Dr., Sorrento, FL 32776 on October 26, 2020 at 6:45 p.m.

Minutes submitted by: Jeff LaChapelle - Secretary