

August 12, 2019 Board Meeting Minutes

Attendees:

Meeting Date: 08/12/2019

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 Aug 12, 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 July 15, 2019 were unanimously approved as distributed with Jeff C. motioning to approve and Myrtle seconding.

Joe asked Gary Carter to attend the meeting to answer some budget questions. Gary found a discrepancy of over \$15,000 between the general ledger and actual account balance. He found a journal entry for the amount of the discrepancy and recommended we meet with the accountant to clarify and/or correct the matter. Joe will contact the accountant to set up a meeting.

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 July 2019:

Balance Sheet

Budget vs. Actual

ACC Committee

Nothing to report.

Landscape Committee

Myrtle reported that the Holly Tree removal may require a permit, so that is on hold. The other previously approved work will cost \$3200. Joe made a motion to transfer the full amount from restricted reserve account 3131 (Tree Removal & Grounds Maint) at First National. The motion was seconded by Karin. Karin will transfer the funds to allow for the completion of:

1. Remove deadwood from trees in park area
2. Elevate low hanging limbs

Water Committee

Nothing to report.

Open Issues/ Old Business

Fence - Karin met with Fritz Fence to get a quote for fence repair/replacement in the front of the community.

Towing - Joe got information from the lawyer on towing guidelines. Jeff C. will ask Cheryl about putting together a towing policy for the board to review. Karin will check on who holds the deed to the common areas.

New Business

Newsletter – Christine Jeffrey will have a rough draft ready by mid-week.

Lot 57 – Plans are approved, and the homeowners are ready to break ground.

Items for Discussion at the Next Meeting

Stuff envelopes to mail the notice of the annual meeting to all homeowners.

Adjournment:

Adjournment of meeting was motioned by Jeff L. and was seconded by Myrtle. The motion carried and the meeting was adjourned at 8:22 p.m. The next regular meeting will be at 23229 Oak Cluster Drive, Sorrento, FL 32776 on August 19, 2019 at 6:00 p.m.

Minutes submitted by: Jeff LaChapelle - Secretary