

Dec 09, 2019 Board Meeting Minutes

Attendees:

Meeting Date: 12/09/2019

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

Steve Koontz - Director

Opening:

The monthly Board of Directors meeting at The Park at Wolf Branch Oaks, Inc. was called to order at 6:53 p.m. on December 09, 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 October 16, 2019 were unanimously approved as distributed with Myrtle motioning to approve and Jeff C. 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 Nov 2019:

Balance Sheet

Budget vs. Actual

Profit & Loss Compared to Same Store Prior Year

Karin informed us that the insurance policy is coming up for renewal. She also reviewed the budget with Gary Carter for inaccuracies. A couple adjustments were made to balance the budget.

The Annual assessment will be \$521.00. Karin generated a letter to send to residents along with a copy of the budget and an assessment invoice to be mailed out on December 20.

ACC Committee

The fence along Wolf Branch Road was completed. Jeff C. found a couple flaws and the company will come out to verify/correct the issues. He will also find out if there was paint left over for reimbursement.

Jeff C. will do a final drive through with Cheryl next week. Steve Koontz will take over as the new chairperson of the ACC Committee starting in January.

Landscape Committee

The HOA incurred an irrigation expense of \$76.20.

Water Committee

Someone hit a flush valve and Joe is following up on costs incurred from the incident.

Open Issues/ Old Business

There will be another meeting on January 28th at 9:00 AM regarding the proposed kennel on Orange Avenue.

After researching CD rates, Karin found the best rate to be 2.05% for a nine-month term. Steve made a motion to extend from 6 to 9 months, Jeff C. seconded.

Joe is trying to get copies of deeds for the properties we have to help resolve the parking issues.

New Business

Annual retainer is due to the attorney. Joe made a motion to retain services, Myrtle seconded. Insurance renewal is also due. Karin has a check ready to be sent. Joe motioned to approve with Jeff C. seconding.

Items for Discussion at the Next Meeting

New Business items above.

Adjournment:

Adjournment of meeting was motioned by Jeff C and was seconded by Steve. The motion carried and the meeting was adjourned at 8:23 p.m. The next regular meeting will be at 23229 Oak Cluster Drive, Sorrento, FL 32776 on January 27, 2020 at 6:45 p.m.

Minutes submitted by: Jeff LaChapelle - Secretary