

The Park at Wolf Branch Oaks Homeowners Association

Board of Directors Meeting Minutes for June 22, 2023

Reach Church

Call to Order:

at 6:00PM

by Joseph Routt

Verification of Quorum:

5 of 5 Board Members in attendance.

Joseph Routt, Karin Pierson, Perry Pierce, Gary Carter, Denise Poloniecki.

Proof of Notice

Notice provided in accordance with Florida Statutes.

Previous Meeting Minutes:

Denise Poloniecki Motion to approve the previous Board of Directors Meeting minutes from 05/17/2023 2nd by Karin Pierson. Board members voted unanimous in favor

HOALife Demonstration

Prior to the demonstration Denise Poloniecki reported to the Board she had spoken to 6 people currently using the HOALife application and all of them provided positive feedback.

HOALife Representative provided a demonstration of their application. After the demonstration and discussion by the Board, Perry Pierce made a motion to purchase the product Denise Poloniecki seconded the motion. Board members voted unanimous in favor, Joseph Routt will handle the purchase.

Financial Reports

1. Karin Pierson advised 1 resident still has not paid all of their HOA dues. Karin stated she has attempted to contact the owners but they have not responded back
2. Karen also advises there had been 2 new closing.
3. Karen advised she needed to purchase paper for the printer. Denise Poloniecki made a motion to purchase one case of paper, Gary Carter seconded the motion.

Architect Control Committee(ACC)

Due to a lack of ACC members, to form a quorum Myrtle Webb Chairman of the ACC Committee brought 2 ACC applications requests to the Board.

The first request was a paint color change for lot number 65. After Board discussion Gary Carter made a motion to proceed with the request as written using color Naval (SW-6244) due to a miscommunication between the HOA Website and the approved color swatches.

Perry Pierce, Gary Carter and Denise Poloniecki voted in favor. Karin Pierson was opposed .

The second request was for the installation of a fence for lot 24. All Board Members voted in favor of the request.

* At end of her report Myrtle Webb rendered her resignation as a member of the ACC. *

Landscape Committee

1. Myrtle Web advised the Magnolia Trees at the front entrance were fertilized at a cost of \$192.00
2. Myrtle also reported fallen trees had been removed at a cost of \$750.00.
- 3 . Board discussed removing all of the grass in the cul-de-sac for Oak Prairie circle, and replacing it with Pine Bark. After discussion It was decided the Board Members would perform the labor to complete this project. Karen Pierson made a motion to allocate \$100.00 from the Landscape budget to cover the costs. Motion was seconded by Denise Polonieck. Board members voted unanimous in favor.
4. Myrtle Webb gave report with quotes for removal of all Oak trees at Entrance and was asked to get more info for cost of ground preparation and a new plan to replace them for next meeting.

Water Committee

- 1 Joseph Routt removed agenda Item 9.1 from the meeting. Topics from this item will be discussed after the next Water Committee meeting.
- 2 Karen Pierson questioned Joseph Routt about the procedure in place when a person's water is shut off. Joseph Routt deferred the discussion until after the next Water Committee meeting.

Unfinished Business

1 Water Valves Exercise Update

Waiting for information from Water Committee

2 Fining Committee.

Joseph Routt shared information he had received from the HOA's Attorney regarding the the creation of a Compliance Committee. After further discussion regarding possible membership for this committee Perry Pierce made a motion to move forward in creating the new Committee. Motion carried with a 3 to 1 vote. Those in favor were Perry Pierce, Gary Carter and Karen Pierson. Those opposed Denise Poloniecki.

3. Finalization of Policy on usage of the Park

Final review by the Attorney was approved. One spelling issue with the owner application was corrected. Denise Poloniecki made a motion to put the policy in place, seconded by Perry Pierce. Unanimous approval by the Board.

4. Follow up on Insurance Rep/Policies

Joseph Routt is requesting a flash drive of our Insurance policies from Karin Pierson so he can find costs to print out policy, rather than viewing online trying to compare last year's policy.

5 . New Water Meter at front entrance

After discussion on the cost and vendor to use, it was decided to add a water meter at the front entrance to track water usage for that area. RCM was the vendor chosen and the cost would be \$855.95 Gary Carter made a motion to fund the project using the Water Plant Reserve funds. Perry Pierce seconded. Unanimous approval by the Board.

New Business

1. Joseph Routt requested the board's approval, up to \$1,300, for the HOA legal fees for work on the Fining Committee. After discussion by the Board, Joseph Routt is going to verify the cost with our Attorney.

Adjournment:

- Motion to adjourn at 9:30 PM by Gary Carter 2nd by Perry Pierce Vote: Unanimous by Members Present