

East Lake Cove Homeowners Association, Inc.

Date: Wednesday, September 21, 2011 Time: 7:00 P.M.

Location: Narcoossee Community Center, 5354 Rambling Road, St Cloud, FL 34771

Board of Directors Meeting Minutes

Attendance: Frank Bermudez, Dennis Howard, Thomas Bartlett, Michelle Danker, Vida Ricketts, and Michael Laster, LCAM from World of Homes.

Absent: Frank Murphy, Craig Bryan

Members: Other members noted on the sign in sheet.

1. **Certify a Quorum:** With five of the seven Board Members present in person a quorum was achieved.
2. **Call to Order:** President Dennis Howard called the meeting to order at 7:09 P.M.
3. **Proof of Notice:** Mrs. Danker verified that the notice of the meeting was posted in accordance with Florida Statutes and the Association Documents.
4. **Approval of Prior Meeting Minutes:** Mrs. Danker motioned to approve the minutes of the July 20, 2011 Board Meeting, seconded by Mr. Bartlett. All were in favor and the minutes were approved. 5:0
5. **Financial Review:** Mr. Laster reviewed the financials through August 2011 and also reviewed the aged receivables with the Board and informed that the total outstanding balance had dropped by over \$20,000 since the last meeting in July.
6. **Old Business:**
 - i. **Committee Updates:**
 - i. **ARC Committee:** The ARC approved one ARC request since last meeting for painting.
 - ii. **Resolution Committee:** N/A
 - iii. **Recreation Committee:** Upcoming Community Yard Sale will be held November 5th.
 - iv. **Beautification Committee:** N/A
 - ii. **Deed Restriction Report (Violations):** Mr. Laster provided the Board with a copy of the updated report.
 - iii. **Vacant Property Maintenance (Billing):** Mr. Laster provided the Board with an updated list.
 - iv. **Speed Bumps / Deterrents:** There are two more shifts available that the Board will schedule in the next month. This will be revisited at the next Board meeting.

- v. **Seal coating**: Mr. Bartlett motioned to pay no more than \$16,728 (2/3 of proposal) to Arrow Pavement, seconded by Michelle Danker. All were in favor and the motion carried. 5:0

It was agreed that the job was not completed to the specifications listed on the proposal and at best we received 2 coats of asphalt sealer. It was also mentioned that the fire hydrant reflectors would need to be replaced by Arrow Pavement as they covered over them with sealer.

- vi. **Rear Gate / Application Process**: Mr. Laster reported that the application to install a gate arm at the end of Big Cypress between East Lake Cove and East Lake Park had been submitted to the county and was currently being reviewed.

7. **New Business**:

- i. **Review and Approval of 2012 Budget and Assessment Rate**: Mr. Laster reviewed the proposed budget with the Board of Directors explaining any major increases or decreases in future expenditures. Mr. Bartlett motioned to approve the 2012 Budget at \$183,600 which equates to a quarterly assessment of \$270 per lot, seconded by Mrs. Danker. All were in favor and the motion carried. 5:0
- ii. **Brick Wall Repair**: Mr. Laster informed the Board that a homeowner reported the brick wall on the south end of the entrance behind the tree was not stable and is in need of repair. Mr. Laster informed that Seminole Masonry will be out this week to inspect and provide a quote for repair. Charles Duncker informed the Board that the previous repair may not have been tied into the existing wall and this is something we will want to investigate to make sure that any new repairs are permanent.

Mr. Howard motioned to approve up to \$10,000 to have the brick wall properly repaired, seconded by Mrs. Danker. All were in favor and the motion carried. 5:0

8. **Open Discussion**:

- i. **Flag Replacement**: Mrs. Danker informed the flag at entrance needed to be replaced. Mrs. Danker motioned to approve up to \$50 to replace the flag, seconded by Mr. Bartlett. All were in favor and the motion carried. 5:0
- ii. **Storage of Association Records**: The Board unanimously agreed that any association records over 7 years old could be destroyed which would ultimately reduce the monthly storage cost of the association records.
- iii. **Website Homepage not Functioning**: Mr. Howard informed the homepage of the association website was not working properly. Mr. Laster stated he would contact Peabody Marketing Group and have them fix the error.

9. **Next Scheduled Meeting**: November 16th, 2011 at 7:00 p.m. (Annual Meeting)

10. Adjournment: VOTED (Unanimously) to adjourn at 8:25 P.M.

Minutes Approved By: _____ **Date:** _____