

East Lake Cove Homeowners Association, Inc.

Location: Narcoossee Community School
Time: 7:00 p.m. Date: Tuesday, March 24, 2009

Board of Directors Meeting Minutes

Attendance: Dave Coates, Dennis Howard, Harvey Schwartz, Diane Charbonneau, Vita Ricketts, Frank Bermudez and Michael Laster, LCAM from World of Homes.

Absent: Frank Murphy

Members: As indicated on the sign-in sheet.

1. **Certify a Quorum:** With six of the seven Board Members present, a quorum was achieved.
2. **Call to Order:** President, Dave Coates, called the meeting to order at 7:00 P.M.
3. **Proof of Notice:** Mr. Coates 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. Charbonneau motioned to approve the minutes of January 27, 2009 Board Meeting, seconded by Mr. Schwartz. All were in favor and the minutes were approved.
5. **Financials:** Mr. Laster reviewed the financials through February 28, 2009 and provided the Board with an updated aged receivables report through March 2009. Mr. Howard requested that Mr. Laster request an update on the lien status from Clayton & McCulloh for accounts that had expiring demand letters in January 2009.
6. **Old Business:**
 - a. **Committee Updates:**
 - 1) **ARC Committee:** Mrs. Charbonneau motioned to appoint Sarah Griffith to the ARC Committee, seconded by Mr. Howard. All were in favor and the motion carried.
 - 2) **Resolution Committee:** Mr. Coates stated he would contact Joyce Manley and the other members of the committee to verify that they wanted to continue as a member of the committee. Mr. Howard motioned to appoint Mary Kay Williams to the Resolution

Committee, seconded by Mr. Schwartz. All were in favor and the motion carried.

- 3) **Recreation Committee**: Garage Sale set for April 25th.
- 4) **Beautification Committee**: Mrs. Charbonneau motioned to appoint Shirley Vanllar to the Beautification Committee, seconded by Mr. Howard. All were in favor and the motion carried. Mr. Coates informed that the roses that will be installed are on backorder and will cost approximately \$650.00.

- b. **Deed Restriction Report (Violations)**: Mr. Laster provided the Board with a copy of the violation letters for review. Mr. Howard suggested that the Board review the violation process at the next meeting and to determine when an owner should be sent to the attorney for additional enforcement.
- c. **Vacant Property Maintenance (Billing)**: Mr. Coates reported that there was a total of 7 properties that are currently being maintained by the Association.
- d. **Southern Oaks Contract**: At the request of Mr. Murphy, Mr. Laster provided the Board a copy of the existing contract with Southern Oaks.

7. **New Business**:

- a) **Gate Call Box Repair**: Mr. Laster informed the Board that the gate repairs were completed and TEM agreed to waive the trip charge which was charged.
- b) **Spring Newsletter**: Mr. Howard motioned to approve to do community newsletters quarterly at a cost not to exceed \$125 per newsletter mailing as budgeted, seconded by Mr. Schwartz. All were in favor and the motion carried.

8. **Next Scheduled Meeting**: Board Meeting scheduled for May 26th, 2009.

9. **Adjournment**: **VOTED** (Unanimously) to adjourn at 8:18 P.M.

Minutes Approved By: _____ **Date:**
