

East Lake Cove Homeowners Association, Inc.

Location: St. Cloud Veterans Memorial Library,
810 13th Street, St. Cloud, FL 34769
Time: 7:00 p.m. Date: Tuesday, July 28, 2009

Board of Directors Meeting Minutes

Attendance: Dave Coates, Dennis Howard, Diane Charbonneau via telephone, Vida Ricketts via telephone, Frank Bermudez, Thomas Bartlett*, Tiffany Lira, LCAM and Michael Laster, LCAM from World of Homes.

Absent: Frank Murphy

Members: As indicated on the sign-in sheet.

1. **Certify a Quorum:** With four of the seven Board Members present in person or via telephone, 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. **Fill Vacant Board Seat:** Mrs. Lira stated that no one has notified her of their interest in filling the vacant board seat. Mr. Howard asked if anyone in the audience wanted to volunteer and Mr. Thomas Bartlett* volunteered. Mr. Howard motioned to appoint Mr. Thomas Bartlett to the board, motion seconded by Mrs. Charbonneau, all were in favor, motion carried and Mr. Bartlett took his seat on the board.
5. **Approval of Prior Meeting Minutes:** Mr. Howard motioned to approve the minutes of the May 26, 2009 Board Meeting, seconded by Mr. Coates. All were in favor and the minutes were approved.
6. **Financials/Cash Flow/Debt Recovery:** Mrs. Lira reviewed the financials through June 30, 2009 and provided the Board with an updated aged receivables report through July 28, 2009. Mrs. Lira reviewed the cash flow summary which illustrated the current status of the Association. Mr. Laster briefly explained the new Debt Recovery Program that WOH is now offering to all Associations. Mr. Howard directed Mr. Laster to provide the Board with more information regarding that program. Mr. Laster stated that he would work on getting the board access to the server to review reports whenever they would like. Mr. Laster approximated that it would take him about 2 weeks to complete this.
7. **Old Business:**
 - a. **Committee Updates:**

- 1) **ARC Committee**: Mrs. Lira stated that there were no pending ARC forms.
 - 2) **Resolution Committee**: There were no updates.
 - 3) **Recreation Committee**: There were no updates.
 - 4) **Beautification Committee**: There were no updates.
- b. **Deed Restriction Report (Violations)/Letters**: Mr. Howard stated that the current violation letters did not specify time frames before the Association would take action. A brief discussion ensued about modifying the letters.
 - c. **Vacant Property Maintenance (Billing)**: Mr. Coates reported that there was a total of 6 properties that are currently being maintained by the Association.
 - d. **Proposed Swing Set**: This item was postponed until the next meeting when Ms. Ricketts would give an update.
8. **New Business**:
- a) **Proposals, weed and feed, extra cleanup on vacant properties, and common property**:
 - a. **The Pampas grass will be one days labor and a dump fee \$950.00 labor, \$150.00 dump fee= \$1,100.00**: Mr. Howard motioned to postpone this item while we deal with the County regarding the retention ponds. Motion seconded by Mrs. Charbonneau, All in favor, motion carried.
 - b. **The Palms and Robeline's need to be trimmed: 25 palms, 6 Robeline's will run \$1,300.00**: This item was previously approved via email, Board voted unanimously to approve this expenditure.
 - c. **About 45 of 100 ixora plants at the front entrance that were hit by the frost will not come back. Replacing them @ \$12.00 ea will run \$540.00**: Mrs. Charbonneau and Mr. Bermudez stated that they did not see where there was a need for 45 ixora plants, both stated they saw around 20-25 plants maximum. Mr. Howard motioned to approve up to \$500.00 to replace the necessary plants, motion seconded by Mrs. Charbonneau, all in favor, motion carried.
 - d. **Replace about 1 pallet worth of St. Augustine Sod at the front entrance and islands, 400 Sq' @ \$1.00 per Sq' will be \$400.00**: The board agreed that Drake has been the pest control company treating the sod, and it is in the contract that Drake is responsible for the sod. Mr. Howard motioned to have Mrs. Lira and Mr. Laster contact Drake and have them replace the sod at no cost to the Association, motion seconded by Mr. Bartlett, all in favor, motion carried.
 - e. **Make up for missed mowing due to weather**. No discussion.
 - b) **Mailbox Policy**: Mr. Coates read the proposed Board policy regarding the mailboxes. Discussion ensued. Mr. Bartlett stated that this is one of the unfortunate situations and did not agree that the Association should get involved. Mr. Coates suggested that Mr. Bartlett research possible alternatives to the mailboxes that were provided by the developer.
 - c) **Dock area clean up proposal**: Mrs. Charbonneau requested that this item be postponed.
 - d) **Fall Garage Sale: Saturday, Nov. 7th**: Mrs. Charbonneau motioned to approve the Fall Garage Sale, motion seconded by Mr. Howard. All were in

favor, motion carried. Mr. Howard then motioned to approve up to \$60.00 for advertisement for the sale, motion seconded by Mrs. Ricketts, all in favor, motion carried.

- e) **Fill Vacant Board Seat:** This was done at the beginning of the meeting.
 - f) **WOH Webpage Link/Kissimmee Office:** Mr. Laster explained to the board that WOH was offering at no charge to the Association a webpage that would have general information about East Lake Cove. Mr. Howard requested that WOH simply put the East Lake Cove web link on the webpage. Mr. Laster also stated that owners can make payments via our website. There were concerns with the fee amounts charged by the credit card companies, and Mrs. Charbonneau suggested that we put a notice that Visa charges a higher fee when paying with a Visa card. Mr. Laster further explained that we were opening a Kissimmee Office August 1, 2009. Mr. Laster will work out of the Orlando Office and Mrs. Lira will be working out of the Kissimmee Office. Mr. Howard asked who was their manager and Mr. Laster stated that he was still the manager, but we were in a transition period and once Mrs. Lira felt comfortable with the Association, Mr. Laster would be there for backup. Mr. Howard asked that WOH forward the address of the Kissimmee Office to the board. Mr. Howard confirmed that Mrs. Lira was properly licensed.
 - g) **Insurance:** Mrs. Lira presented the board with another insurance quote she had received after the renewal date from Walker Insurance, that was less than the renewal quote from Tower Hill, the current company. Mr. Howard expressed his concerns with the way WOH did not forward multiple quotes to the board for review when he had requested 3 quotes from WOH about 2 months ago. Mr. Laster explained that not every insurance company is writing HOA policies, so getting 3 quotes was not possible. Mr. Howard motioned to approve the quote provided by Walker Insurance Agency and to cancel the policy with Tower Hill, motion seconded by Mrs. Charbonneau, all in favor, motion carried.
 - h) **Osceola County Storm Water Agreement:** Mr. Howard explained to those in attendance the agreement the County wanted us to sign regarding the retention ponds. Mr. Howard explained about the articles that were published in the newspapers that the County had not approved the agreement, yet wanted us to sign it. Mrs. Charbonneau motioned to keep the attorney involved to keep things the way they are currently, Mr. Howard seconded, all in favor, motion carried.
9. **Open Discussion:**
- Mrs. Charbonneau discussed that all communications to and from vendors is to go through the management company (WOH) and the communications with the vendors will be sent to the board. No direction to vendors is to be by an individual board member to a vendor. Mr. Howard motioned for a vote: Mr. Howard, Mrs. Charbonneau, Ms. Ricketts, Mr. Bartlett, and Mr. Bermudez voted yes, Mr. Coates abstained, motion carried that WOH does the communications.
 - Mr. Howard asked about the status of his request made to WOH about a month ago regarding charges and credits made to 1910 LOL. Mr. Laster explained the mistake that happened and stated that it was corrected by us.

Mr. Howard requested that Mrs. Lira email him a breakdown on this account.

10. **Next Scheduled Meeting**: The next meeting will be the 2010 Budget Meeting scheduled for September 29th, 2009 at 7:00pm, location to be determined. The Annual Meeting was also scheduled for December 1, 2009 at 7:00pm with location to be determined.

11. **Adjournment**: **VOTED** (Unanimously) to adjourn at 8:32 P.M.

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