

ASHWOOD LAKES HOMEOWNERS ASSOCIATION OF BREVARD, INC.

July 18, 2016 at 6:00 pm at Grace Fellowship Church

Board of Directors Meeting

6:00 pm

Meeting Minutes

- A. Brian Hume called the meeting to order at 6:00 PM.
- B. Directors Present: Brian Hume, Bernie Fischer, Arvedra Simmons, Chuck Cihal, , Lynn Hudson, Michele Pennington, and Marie Simeoneau and Stacey Gammella. Excused Absence- Pat Dodsworth. Quorum was established.
- C. Proof of Meeting was established according to FL Statutes.
- D. Approve or Discard of Prior Meeting Minutes
 - a. Brian Hume motioned to approve the February 29th, 2016 Minutes. Michele Pennington seconded the motion and all were in favor.
 - b. Lynn Hudson motioned to approve the April 25th, 2016 Minutes. Michele Pennington seconded the motion and all were in favor.
 - c. Brian Hume motioned to approve the May 23rd, 2016 minutes with the addition of Marie Simeoneau's name in attendance. Michele Pennington seconded the motion and all were in favor.
- E. Financial Report: Courtney Gabbert from SCPM reported the *UNRECONCILED* balances:
 - a. Ashwood Operating: \$33,049.40
 - b. Chase CD: \$20,180.81
 - c. Rec Facility Operating: \$21,247.69
 - d. Rec Facility Key Operating: \$5850.00
 - e. Total Operating: \$80,372.90**
 - f. Ashwood Reserves: \$15,321.75
 - g. Rec Facility Reserves: \$16,501.49
 - h. Total Reserves: \$31,823.24**
- F. Officers Reports:
 - a. Brian Hume announced his formal resignation to occur at the adjournment of the same meeting.
 - b. Bernie Fishcer clarified the variances to trees was able due to Amendment 11 and requests for variances would be on a case by case request with stated Amendment.
 - c. The announcement was made that Pat Dodsworth has resigned her position on the Board and the ARC Committee. Michelle Robbins would be the acting Chair until the Chair was named at the next scheduled meeting.
- G. Manager's Report given by Courtney Gabbert
 - a. The announcement was made that Courtney Gabbert would now be the Managing CAM of Ashwood Lakes, but would still work closely with Kevin Marrs through the transition.
 - b. Outlets at Entry (Best Electric Estimate): Courtney Gabbert reported that the estimates were not received by Best Electric and that SCPM would have repaired by an employee of SCPM.

- c. Entry Sign letter was replaced.
- d. The Foxtail Palm was pulled and would be replaced by US Lawns and there would be no charge due to the warranty.
- e. US Lawns was also asked to keep a closer watch on the islands that had weeds for spraying/pulling as needed.

H. Committee Reports:

- a. ARC Report – Michelle Robbins had no report.
- b. Joint Rec Report - Arvedra Simmons had no Joint Rec report, but did ask that the Rec Facility's email be distributed to owners: ashvenjtrecreation@gmail.com
- c. Activities Committee – Arvedra Simmons asked that Activities Committee be placed on the future agendas and also announced the Back to School Drive.

I. Unfinished Business:

a. Accounts Receivable / Collections :

- i. A request by a homeowner for a payment plan was reviewed with their current statement. Lynn motioned to send a 14 day notice and if not paid after to forward to the attorney for collections. Marie Simeoneau seconded the motion and all were in favor.
- ii. An email from John Soileau, P.A. was reviewed regarding an account suggesting to write the amount off to bad debt. Michele Pennington motioned to write the balance off to bad debt. Marie Simeoneau seconded the motion and all were in favor.

b. The remaining accounts will be forwarded to collections:

c. Compliance:

- i. Previous compliance issues were reviewed. The previous that were sent were all closed except for Lot 110. John Soileau's office reported they have not received a response and to pursue would be a \$900 retainer. IT was noted that the tenant advised a Board member this was to be completed.
- ii. The current items would be put on hold from sending to the attorney, pending the review and possible retaining of a new Association Attorney.
- iii. The current lawn situation (many lawns showing distress due to lack of rain) was discussed along with the regulations of the reclaimed watering and restrictions. Michele Pennington motioned to hold on compliance for such until adequate rain fall. Brian Hume added to the motion that information be sent via email to owners. Stacey Gamella seconded the motion and all were in favor.

J. New Business:

- a. Website – Michele Pennington announced that the current website would expired on May 20th, 2016. A new website is being built using a different format. Bernie Fischer motions to look into SCPM placing the renewal charge to their credit card and be reimbursed by Ashwood Operating. Marie Simeoneau seconded the motion and all were in favor.
 - b. Attorney – Not all received the emails regarding information for new attorneys. The information would be redistributed to the Board Members for review and it would be discussed at the next Board Meeting. In addition to the two received, Courtney Gabbert from SCPM would obtain information from a third attorney.
 - c. Meeting Schedule – a discussion was had regarding having meetings every two months. The subject was tabled to the next meeting. Bernie Fisher motioned the next meeting would be the third Monday in August (15th). Michele Pennington seconded the motion and all were in favor.
 - d. Bernie announced the resignations of Board Members Brian Hume and Pat Dodsworth created two new openings on the Board. Bernie Fischer motioned that an email be sent to all residents for volunteers to be reviewed and chosen by the Board to fill the two positions at the next meeting. Michele Pennington seconded, Brian Hume abstained from voting on the motion. All were in favor.
 - e. A discussion was had regarding the compliance procedures and the inclusion of the ARC in the procedures.
 - i. Letters to read 30 days to comply.
 - ii. The 14 day drive would be to NOTE the accounts and no letters would be sent until the third drive.
 - iii. The ARC would reach out to those on the Compliance report and report all conversations and notes to SCPM to be documented.
 - iv. The ashwoodlakes1@gmail.com would be added to the letters for follow up which would be forwarded to SCPM.
 - v. After the 30 days, the Board would review and decide if the issue is to be sent to the attorney.
 - vi. Michele Pennington motioned to approve the procedure and Stacey Gamella seconded the motion. All were in favor.
 - f. Michelle Pennington motioned for Bernie Fisher to serve as the President of the Board. Lynn Hudson seconded the motion and all were in favor.
 - g. Lynn Hudson motioned for Michelle Pennington to serve as the Vice President of the Board. Stacey Gamella seconded the motion and all were in favor.
- K. Open Forum for Residents – No forum was had.
- L. Michele Pennington motioned to adjourn the meeting at 7:48 PM. Chuck seconded the motion.