

# ASHWOOD LAKES HOMEOWNERS ASSOCIATION OF BREVARD, INC.

February 15, 2016 at 6:00 pm at Grace Fellowship Church

## Meeting Minutes

### ARC Meeting

5:30 PM

ARC members present: Pat Dodsworth, Chuck Cihal, Michele Robbin, Stacey Gammella

Call To Order: Pat called the meeting to order at 5:30 pm

Two applications were reviewed: 3801 San Miguel- Back yard landscaping and paver modification. Approval by motion of Pat and Michelle and unanimous consent.

3826 LaFlor- Aluminum fence installation. Approval by motion of Pat and Michelle and unanimous consent.

Adjournment: With no other business at hand, Pat moved to adjourn the meeting. The meeting adjourned at 5:34 pm.

Respectfully Submitted,

### Board of Directors Meeting

6:00 pm

Directors Present: Brian Hume, Bernard Fischer, Arvedra Simmons, Stacey Gammella, Chuck Cihal, Pat Dodsworth, Lynn Hudson, and Michele Pennington

Absent: Marie Simoneau

Call To Order: Brian called the meeting to order at 6:00 pm.

Approval of January Minutes: Michelle moved to approve the minutes as presented. Chuck seconded and the motion carried unanimously.

Financial Report: Cash on hand, A/R, etc.: Kevin reported cash on hand:

Ashwood Operating: \$55,164 (AAB), \$20,180 (Chase CD)

Ashwood Reserves: \$14,352

Rec Fac Operating: \$6,369

Rec Fac Reserves: \$10,465

Also noted was that as of today's date, there are "49 homes" left on the receivable report.

At this point, Sharon Hill noted several items needing adjustment and noted that bills needed to be paid more timely. A couple vendors (two present) noted it taking too long to get paid. Kevin noted he would talk to staff. After Sharon noted the list of items, Kevin asked that she come in the office to meet with the two staff members and review the items. Sharon noted she will set a day or time and come into the firm's office.

#### **Committee Reports:**

- ARC: *It was noted that the ARC had 2 approvals.*
- Joint Rec Report: Arvedra noted that the pool pump and motor needed replaced at a cost of \$2797. Management received the invoice from Sharon and it will be remitted. 365 pools will be handling the repair.
- Newsletter: Kevin noted that the newsletter did go out, and now the board could simply set a procedure that helps it go more timely. Kevin asked that the Members of the Board email Sharon directly so that any needed info or questions in the article(s) can be directly answered versus Management in the middle of all the correspondence.

#### **Old Business:**

- Draft Amendment Discussion/Approval to proceed and Plan of action: Kevin noted that the amendment to amend to a simple majority was prepared and ready to mail out if the Board would approve the item to move forward. The vote would be pursued up until said time that the proxy expires. Counsel reviewed the wording and it's ready to proceed. Stacey moved to approve the mailing of the vote with a return envelope postage prepaid. Michelle seconded and the item carried unanimously.
- Update on Board Certification's / forms (within 90 days of election): It was noted that at this time, all Board Members had completed the required Board certifications.
- At this point, the Board was challenged from the floor regarding sending compliance letters as it is challenged whether the Board themselves, as a whole, are in good standing as there were prior issues. The board discussed meeting with the current legal files in hand from counsel, which does include some of the Board. In meeting, Management noted that the Board would need to be careful not to breach fiduciary responsibility when reviewing and Board members involved in any case would need to abstain, etc. in any action or step aside. The Board will attempt to meet next Monday at the church again if possible to simply look at the outstanding cases and work to resolve or settle any if possible (based on actions needing taken to comply or otherwise).

#### **New Business:**

- **Garage Sale Dates:** Arvedra noted that the garage sale will be planned in March.
- **Update of Website:** Sharon noted she would send the contact info to the web person to the Board.
- **Pet Station Cleaning:** Kevin prepared a simple contract of \$25/cleaning, not to exceed weekly. Arvedra, as a current janitorial vendor, agreed to handle the task. Brian moved to approve the contract. Michelle seconded and the motion carried unanimously.
- Kevin presented two bids from US Lawn. One is for the replacement of a foxtail palm that had snapped off and needed replaced. The other was for the annuals to be replaced.

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Michelle moved to approve the foxtail replacement at \$255. Brian seconded and the motion carried unanimously. Michelle then moved to approve the annuals planting at \$451. Brian seconded and the motion carried unanimously.

- Brian asked that Kevin contact Leland tree to provide a quote on the large palm trimming. Pat seconded and the item carried unanimously.
- A resident asked if the community could possibly invite a nursery and have a plant exchange. There was no concern or issue noted.
- Kevin was asked to contact Best Electric regarding replacing the 3 plugs at the entrances where they removed them in the Fall of 2015 when doing other electrical work converting to low voltage.

**Adjournment:** With no other business at hand, Michelle moved to adjourn the meeting. The meeting then adjourned at 7:40 PM.

Respectfully Submitted,