

Meeting Notes 06/20/2024

Called to Order 6:32 PM

In attendance: Margaret, Deann, Marina, Judy

Absent: Mike

Quorum met

Notice of meeting posted

Meeting held at Clubhouse

Approval of Minutes: May 2024 minutes were approved

Treasurer Report:

1. Delinquencies are no longer on balance sheet.
2. Discussed what deferred maintenance is.
3. A owner's portal will be set up on website by Ameritech and it will be password protected.
4. Ameritech will set up and have financials uploaded monthly to new portal.
5. Palm trees were trimmed.
6. US Lawns will not increase price in 2025.
 - a. Volunteers are needed to provide oversight of landscaping. Judy offered to help.
7. Discussed delinquencies.

Old Business:

8. A motion was made to approve ARCs for units 134, 61, 41.
9. A motion was made to approve Bayfront Central to repair tennis court mag lock.
10. A motion was made to ratify US Lawns invoice 3961 and irrigation repair.
11. Parking Lines & Numbers Bid was tabled to next meeting.
 - a. Only received one bid for painting lines and numbers,
 - b. Discussed getting bids for seal coating bids instead of just having lines and numbers painted. T.C./Bob to get bids.
12. Discussion and a motion made to have buildings and sidewalks power washed.

New Business:

13. T.C. has resigned from Ameri-Tech and introduced our new property manager, Bob Kelly. Bob is very experienced and the board is looking forward to working with him.
14. Discussed having dryer vents inspected and cleaned. Deann to contact Lint Man for a bid. Ameri-tech to get addition bids.
15. Fobs: For security protection of Woodlake, the The Brivo security system is being updated and cleaned up. An email to the community will alert them of this project and to contact Woodlake News if there are any issues with individual fobs.
16. The Annual meeting will be held at the clubhouse on November 21, 2024 at 6:30 PM.
 - a. There will be three seats eligible for the 2024 election.
 - b. A budget workshop will be held in lieu of the monthly meeting on September 18, 2024 at the Ameri-Tech office at 11 AM.

17. Audit: Discussed an immediate audit for the year 2023. A motion was made to approve.
18. Attorney Opinion: Board requested our attorney's opinion on three topics: Tree responsibility, Plumbing responsibility, and how to monitor changes in roommates.
 - a. The board is to write up their questions and submit to property management to forward to attorney.
19. Bob to get tree trimming bids.
20. US. Lawns will be checking/inspecting irrigation zones. Judy will monitor US Lawns.

Comments:

- Unit 28 questioned tree removal, irrigation, and bush removal.

Adjourned: 8:18 PM

Next Meeting: August 15, 2024

Motions:

Motion: To waive reading of 2 May 2024 Meeting minutes. Made by Margaret - 2nd by Judy 4 in favor/0 opposed/passed.

Motion: To approve May 2024 Meeting minutes. Made by Deann - 2nd by Margaret 4 in favor/0 opposed/passed.

Motion: To approve ARC for unit 61 – plants & mulch on limited common property. Made by Margaret - 2nd by Judy 4 in favor/0 opposed/passed.

Motion: To approve ARC for unit 134 – new windows. Made by Margaret - 2nd by Marina 4 in favor/0 opposed/passed.

Motion: To approve ARC for unit 41 – for mulch. Made by Margaret - 2nd by Judy 4 in favor/0 opposed/passed.

Motion: To accept bid from Bayfront Central to fix tennis court mag lock dated 6/20/24 for a total amount of \$1,012.22. Made by Judy - 2nd by Margaret 4 in favor/0 opposed/passed.

Motion: To ratify approval of US Lawns invoice 3961 to remove tree by unit 28 in the amount of \$275.00. Made by Deann - 2nd by Margaret 4 in favor/0 opposed/passed.

Motion: To approve US Lawns bid 3978 for \$2,170.00 irrigation repair contingent upon meeting with US Lawns on 6/21/24 and completion of inspection of all irrigation zones. Made by Judy - 2nd by Marina 4 in favor/0 opposed/passed.

Motion: To accept bid from Stellar Cleaning for \$2,900 for power washing all buildings and sidewalks. Made by Margaret - 2nd by Deann 4 in favor/0 opposed/passed.

Motion: To have a full audit performed by a CPA firm of the year 2023. T.C. to email Karen Browder to start the procedure. Made by Marina - 2nd by Judy 4 in favor/0 opposed/passed.