

**SUMMER TREES HOMEOWNERS ASSOCIATION, INC.**Work Shop & Regular Board Meeting - Tuesday, August 10, 2016 at 12:00PM – MINUTES

Meeting held at "GodWill" Dunlawton Ave, called to order by John Lyon, rollcall: Absent Dennis. 15 people in attendance. July 12, 2016 minutes accepted, no changes, decisions ratified and approved.

**President Report:** John Lyon

- Presented findings for lag time in welcoming new association members and interim measures setup to remedy the above stated problem during the for application process. Section 27 process will address final solutions.
- Legal report and/ or liens on 119CP, 107CP, 198ML, while 26 ST and 152 ML – are all in court process.
- DBA filed for name Summer Trees West (Summer Trees Homeowners Association, Inc.)

**Vice President Report:** Frank Hart

- VP presented no report.

**Treasurer Report:** Paul Hallett

- Reported that the balance sheet as of 6/30/16 the combined checking and savings, a total of \$87,760.77 & TD Bank Reserve CD, a total of \$53,234.99.

**Secretary Report:** Bill Roberts

- Secretary reported that the Information and operation manuals is complete. Workshop today to discuss and come up with a plan for items in sections 27 and 29.
- Boy Scouts and Betty met to discuss possible project. Priority project to be determined.
- Letters from 160ML (add fence between garages) and 104CP (cut limbs over roof).
- Future minutes will not be read, will be distributed to board and "Order of Roberts"

**Grounds Report:** Joe Richotte

- Reported the need for removal of rotten trees in danger of falling. Table for Sept 13.
- Concrete sidewalk repair work in immediate need - status report. Aug 11 meeting with new contractor that will do small remove and replace and mix on-site.
- Planning stage in process for preparing a list of other broken sidewalks. Assessed for priority and placed into budgetary plan.
- A lengthy discussion and reading of registered letter took place by owner and a couple of members of audience regarding CP 104. Tree overhang is responsibility of homeowner.

**Architectural Review Report:** Dennis Towne / Bill Roberts

- o Director
- o Reported Status report for hiring contractor to do exterior repairs for 136ST (rental) and 17ST (Owner, non-resident). Not started on locating contractor. Tabled until Sept 13.
  - Motion advanced to obtain estimates to repair units, send certified letter of plans, hire and pay contractor, contact owner for payment, if no response, then file lien for cost and associated expenses. Note: By Fla statutes renter money can be diverted to HOA to pay for owners incurred expenses. However, STW does not have process in place to utilize this approach.
- Presented assessment for the addition to common ground of a patio (flat pavers 8' x 12') from unit 149ML. Motion made to deny this addition. HOA would not want to assume liability for any addition to common ground. Motion amended and tabled until Sept. One possibility is for owner to write acknowledgement of liability. Motion to reopen was set aside as Terry Nixon wanted to know status of unpaid lien of about \$4k. Tabled patio for Sept 13. Noted lien issue for research. Researched Lien paid May 2015.
- 43ST taken off watch list as exterior is now cleaned up.

**Newsletter Report:** Kelly Nixon

- Newsletters are now distributed in the "Information Boxes." Kelly is accepting ads and articles.

**Pool Report: Secretary (Temporary Pool Chair)**

Overview update given on contractors asked to give estimates for pump room repairs, upgrade electrical system, resolve leak in pool, solar panel repair and upgrade, chairs, wood damaging organisms, review, and deck cleaning.

**Old Business or Unfinished Business**

- Refund / rebate status report. CPA is receiving and processing documents per instructions in letter sent to 237 homeowners. Status report and note window closes Aug 10. After a review of the less than 50 applicants', a total of approximately \$4,500 is due to those that were found to be qualified. Final report from CPA coming.

**New Business**

- John Lyon presented a plan from Ladies Club (Myra) for a matching amount of \$400 for new chairs. Motion advanced to explore, approved and discussed. Motion stands to explore and receive input from new pool chair and liaison with Myra. Tabled for Sept 13
- John Lyon presented, updates of STW documents on ACMAC's webpage are completed and delivered to Renny.
- Secretary chaired the remainder (1 hr. and 20 mins of the 3-hour workshop for next phase in the board's "Information and operations manual." Purpose to review section 27 (issues in need of policy and procedures) and 29 (planning calendar) took place.
- Application process is now upgraded to cause welcome package and contact with owners to take place very early. Currently, takes 3 months for welcoming. (see President Report).
- Brief discussion on census and master roster took place.
- Method for addressing items listed and/or discussed did not materialize.
- SO... plan is to prepare drafts of subject matter and schedule a couple mini workshops.
- Another workshop to be scheduled. Date and location to be announced.
- Terry Nixon wanted to know why board did not go to a different bank for higher rate. Rather allowed CD to roll over. (\*) A loss of 500 per yr. Board noted mistake, due to vacations and lack of a planning calendar. Another opportunity for improvement in section 27.
- Walter Rex question why we or the attorneys were not following the C&R and adding 1/12 of a 10% interest rate to liens. Noted and will research. Page 8 and 9 in May 2013 does not use 10% rate. Uses highest allowable. However, none of the former boards created a resolution nor policy to support the application. So, another item for section 27.

**Questions as well as concerns from the floor were addressed.**

- Questions from floor answered.
- Meeting adjourned. (at 3:00 pm)

Next meeting will be Sept 13, 2016 at 6:00PM — Good Will

William Roberts – Secretary 2016