

Summer Trees Homeowner's Association Inc, Summer Trees West

Minutes of Board Meeting

Thursday, November 14, 2019, 6:10 p.m. – 8:42 p.m.

New Hope Baptist Church Hall, Port Orange, FL 32128

Call to order:

- Pledge of Allegiance
- Moment of silence
- Proof of due notice of meeting (posted November 12, 2019)

Calling of roll:

- Present: Bill Roberts, Bob Rhein, Kathy Householder, Howard Worthington, Tom Robertson, Warren Schreiner, Kim Irey
- Absent: 0

Members attending: 24

Review and disposal of any unapproved minutes. If no objections, accepted.

- Motion by Bob, 2nd Warren Approved: Unanimous

Reports of the:

President – William T. Roberts

Bill announced meeting was being taped, stating this is not against our C&R's. He reported on the status of legal/financial matters concerning the adverse possessor, reported that our LOC has been paid off, and discussed culvert bids. As manager of STW self-management company, Bill talked about 2020 operations and CIP overview. The meeting included discussion of the 2020 budget throughout the meeting.

Vice President – Bob Rhein

Bob explained the plan concerning key deposit refunds and presented the full proposed 2020 Budget. Deferred maintenance will be incorporated into this and future budgets.

Treasurer – Howard Worthington

- Total checking & savings: \$54,397.56
- Reserve: \$31,310.44
- No liens

Secretary – Kathy Householder

Kathy read Planning Calendar for November 2019. All items done or on target.

Unfinished business:

Bill reviewed the assessment fee policy, spoke about updating the Web page in January and recruited a wordsmith volunteer, spoke about the upcoming census, gave an update on plan to correct issues with pathway behind Hickory Lane, and reported progress concerning 17 ST. He praised Warren for his diligence concerning the pool, keeping it within regulations, Frank Hart for his work in the compound, Kim for the Town Crier, and the Welcome Committee for quick response time in greeting new residents, said Tom will oversee trimming of low-hanging tree branches, and gave an update on culvert bids and the compound road/St. John's Water Management.

New Business:

Floor was opened for discussion. Bill was thanked for fast action looking into fixing pathway behind Hickory Lane. He talked about upcoming election season opening and the plans for the annual architectural walk-around review. Bill presented numerous motions as listed below:

Motions:

Motion by Bill to accept 2020 Operating Budget. Amended by adding \$1 per month per unit to go into deferred maintenance. 2nd Warren. Unanimous.

Motion by Bill to repair approx. 800 ft. of walking path located behind Hickory Lane at a cost of \$4,500. 2nd Tom. Unanimous.

Motion by Bill to (1) retire the Key Deposit Account, 2002.5, as per the motion to no longer collect deposit for clubhouse and pool. The affected amount is approx. \$5,045.54 and (2) open a line item named "Key Deposit Account" for "Compound" in an amount to be determined. A listing by name and unit number must be established as a foundation for this account. 2nd Warren. Unanimous.

Motion by Bill to collect an annual compound fee of \$50, amended to state "per vehicle." 2nd Warren. Unanimous.

Motion by Bill to establish a project planning committee to review long-term maintenance needs, clubhouse and pool upgrade (current reserve), and funding options for same. 2nd Kim. Unanimous.

Motion by Bill to establish an account in the STW budget titled "Miscellaneous Deferred Maintenance." The purpose will be to collect funds to address repair of deferred maintenance items. The use is restricted to and will require a board majority vote to establish and to use as defined. The operations categories are limited to a) compound, b) fence, c) culvert, d) walking path, e) major tree work beyond normal contract and normal budgeting, f) sidewalks, g) parking spaces, and h) pool building items not covered by the "restricted reserve of pool and clubhouse." A board decision as to the approved normal balance is to be established. Recommended is \$25,000. 2nd Howard. Unanimous.

Motion by Bill to table motion to establish a loan mechanism for funding of construction work needed to be done for the Capital Improvement projects in lieu of Special Assessment, due to no reserve established. 2nd Kim. Unanimous.

Adjournment:

Motion to adjourn by Bill, 8:42 p.m., 2nd Kim. Unanimous. Next BOD meeting will be December 12, 2019.

Signed: Kathleen Householder, Secretary 2019