

**Silver Oaks Phase II Home Owners Association
BOARD OF DIRECTORS MEETING**

6:00 p.m., November 9, 2010
Silver Oaks Swimming Pool

BOARD MEMBERS

President: Don Turner
Vice President: Chuck Mitchell
Treasurer: La Verne Wichman
Secretary: George Wallace
Pool Committee: Lisa Sellars
Welcoming Committee: Jo Ellen Turner
Architecture Review: Chuck Mitchell
Landscape Committee: Bob McKenzie (Absent)
Yard-of-the-Month Committee: Vacant
Board Member - Vacant

PROCEEDINGS

- The meeting was called to order at 6:00 p.m. by Chuck Mitchell, Board Vice President. Informed the board that the president would be late. Also the Pool Chair would be late.

APPROVAL OF MINUTES

- The Minutes for the October 2010 meeting were approved.

OLD BUSINESS

Pool Repairs

- Since the last meeting of the board, the pool motor stopped working and cannot be repaired. The cost of pool repairs now exceed the amount voted by the board at the October meeting of \$1300.
- Kris Webster of Phoenix Services, the pool maintenance company, provided the board with two new estimates. One, by Pensacola Pool was for \$1990.97 and included a new motor and all the necessary parts to make the pumping system efficient. Included in the estimate was a cost of \$113.81 for sand and close to \$1000 for labor. The other was from Aqua Pool and Patio Company. They provided two bids. One for \$2103.12, which included everything that the Pensacola Pools' estimate did. The other was a bid for \$1030.00 plus tax for everything but the sand.
- After much discussion with Mr. Webster, it was decided that the board would contract with Aqua Pool & Patio to accomplish the second estimate. The board will wait until the spring to replace the sand in the filter when Mr. Webster will be

licensed to do the work and will do it for the association at a much lower labor rate.

- George made a motion to contract with Aqua Pool & Patio to accomplish the work to according to the estimate for \$1030.00 plus tax. Jo Ellen seconded the motion. Vote was 4-0 in favor. Motion carried.

Annual Picnic

- George read a note from Lisa, the picnic chair, that indicated only six people have responded that they will attend the picnic. This was after emails, newsletter notification and flyer distribution of the event.
- Discussion concerning canceling the event ensued. The board agreed that the picnic since it is scheduled for this Saturday (11/13) it should be canceled.
- George made a motion to cancel the event. Jo Ellen seconded it. Vote was 4-0 in favor. Motion carried.

NEW BUSINESS

Lighting Repairs

- Don led a discussion to reimburse Paul Wichman \$35.53 for lights that needed replacing since the last meeting. Jo Ellen made a motion to approve the reimbursement. Chuck Mitchell seconded the motion. Vote was 5-0. Motion carried.
- Don also raised the possibility of allowing Paul to have the same spending authority as committee chairs, \$50.00 without board approval for expenses that come up between meetings. George made a motion to approve the allowance. La Verne seconded the motion. Vote was 5-0. Motion carried.

Contracts

- The board discussed the need to get a bid for the grass mowing of common areas within the subdivision. George indicated he would prepare a new statement of work for soliciting the bids and would prepare the cover letter to send to several local landscape companies.
- George brought up whether we should bid the restroom cleaning contract or continue with the Dust Bunnies as in the past. George stated that they haven't raised their price since they have been working for us. Don indicated that since we are not required to get bids, and since they do a good job at very good rates, we should stay with the. The board agreed. No vote was required.

Annual Budget

- La Verne passed out the proposed budget for the 2011 year.

- After several minutes of discussion, the board changed the amount that should be programmed for legal fees from \$600.00 to \$1000.00 and for miscellaneous items from \$1000.00 to \$600.00.
- Chuck made a motion to accept the budget with those changes incorporated. Jo Ellen seconded the motion. Vote was 5-0 in favor. Motion carried, budget approved. (A copy will be attached to the minutes when you see them again).

COMMITTEE REPORTS

Pool Committee Report: provided by Lisa Sellars, Chair:

- Lisa reported that she has spent \$214 on fall decorations and will spend the rest on Christmas decorations.
- Approached the board with the idea of having a Christmas decoration contest a month the residents and awarding prizes.
- After discussion the board agreed that prizes of \$100 for first prize, \$75.00 for second prize and \$50.00 for third prize would be acceptable.
- George made a motion to spend \$225 for Christmas prizes. Jo Ellen seconded the motion. Vote was 5-0 in favor. Motion carried.

Welcoming Committee: provided by Jo Ellen Turner, chair.

- Stated she welcomed two families to the neighborhood since the last meeting: Crystal and Kyle Schmitt moved into 6345 Havenmist Lane. Kyle manages the Verizon Store by Winn Dixie and Crystal is a nursing student.
- Tanesha and Tyrone Fields have moved into 6204 Shire Lane.

Yard of the Month Committee: Vacant. Next report in the spring.

Architecture Review Committee Report: provided by Chuck Mitchell, chair.

- Nothing to report.

Landscape Committee:

- Nothing to report.

Treasurer's Report provided by La Verne Wichman, Treasurer:

- Checking account balance at the end of October was \$7,579.08.
- Savings/escrow balance is \$262.06.

NEXT MEETING

- The next meeting will be held on Tuesday, 11 January 2011 at a place to be determined.

ADJOURNMENT

The meeting adjourned at 7.45 PM.

2011 SILVER OAKS PHASE II BUDGET

ANNUAL PICNIC	\$ 400.00
ATTORNEY FEES	\$1,000.00
AUBURN WATER	\$ 750.00
BIKE RACK FOR POOL	\$ 400.00
CARR, RIGGS & INGRAM ACCOUNTING	\$3,825.00
CERTIFIED MAIL & LIENS	\$ 100.00
CHELCO ELECTRIC	\$3,900.00
FLORIDA CORPORATION FEE	\$ 70.00
HAVENMIST POND LANDSCAPING	\$3,000.00
LANDSCAPING (MOWING)	\$6,900.00
LIABILITY/HAZARD INSURANCE	\$3,000.00
LIGHT BULB REPLACEMENT	\$ 200.00
MILEAGE REIMBURSEMENT	\$ 400.00
MISC	\$ 600.00
MULCH FOR POOL AREA	\$ 400.00
PO BOX RENTAL	\$ 60.00
POOL MAINTENANCE	\$2,640.00
POOL CHEMICALS/SMALL REPAIRS	\$2,160.00
POOL PERMIT	\$ 431.00
POOL RESTROOM CLEANING	\$1,700.00
POSTAGE	\$ 100.00
PRESSURE WASH POOL AREA/WALLS	\$ 500.00
PRINTING	\$ 100.00
WASTE MANAGEMENT	\$ 212.00
WEBSITE HOSTING	<u>\$ 90.00</u>
TOTAL EXPENSES	\$32,938.00
PROJECTED 2011 INCOME	
Amount carried over 2010	\$ 3,996.87
Accounts receivable	\$42,350.00
Phase I swim passes	<u>\$ 2,500.00</u>
TOTAL ONCOME	\$48,846.87
PROJECTED LOSS (FORECLOSURES)	<u>-\$ 2,800.00</u>
NET INCOME	\$46,046.87