

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

6:00 p.m., January 11, 2011

Davidson Middle School

**BOARD MEMBERS**

**President:** Don Turner (Absent)  
**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  
**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 absent due to his required attendance at the county commission meeting.

**APPROVAL OF MINUTES**

- The Minutes for the November 2010 meeting were approved.

**OLD BUSINESS**

***Association Meetings***

- Chuck stated that Don wants the board to consider another day for board meeting since he is required to be present at county commission meeting which are also held on Tuesdays. Subject was tabled until Don could address the board.

***Grass Cutting Contract***

- Bob McKenzie stated that he had received no responses to the three companies that were sent notices to bid. He asked La Verne to call him at the end of next week if she had not received any responses in the mail and he would call the companies and try to find out their intentions. Chuck asked Bob to negotiate with the lowest bidder and see if we can get a reduced rate in return for a two or three year contract.

## **NEW BUSINESS**

### ***Playground***

- Chuck stated that Silver Oaks Phase I has discussed with Don the possibility of building a playground somewhere in the swimming pool area. The discussion was tabled until Don could address the proposal with the board.

### ***CRI Contract***

- La Verne advised the board that she had received the new contract proposal from Carr, Riggs and Ingram, the association's accounting firm. The contract is for \$100 more than last year. However, there was a \$50 dollar a month increase last year that the association was never charged, so the actual increase is \$50. The timing of the contract proposal was discussed in light of the fact that CRI is currently preparing the association assessments that will be sent to the homeowner on the 27th of January. George stated that he didn't think the increase was unreasonable, but that if the cost was going to continue to increase by \$50 a month every year, the association needs to ask for bids from other firms. George made the motion to accept the CRI proposal and also request bids from other local accounting firms in June of this year so that if we go with another company, things will be in place before the next billing period. La Verne seconded the motion. Vote was 5-1 with Jo Ellen voting no. Motion carried.

### ***Legal Service***

- George said that he has received a letter from the association's attorney, Nathan Boyles, which informs the association of his separation from the firm of Keefe, Anchors, Gordon & Moyle to return to his own practice. The letter includes an enclosure that requires us to either stay with Mr. Boyles or stay with the firm of Keefe, Anchors, Gordon & Moyle. George stated that since we come on board with Mr. Boyles prior to his association with the larger firm, we should continue with him. Also, the other firm is in Fort Walton Beach and that was one of the reasons we went with Mr. Boyles since we had an attorney in Fort Walton Beach and wanted someone closer. George made the motion to stay with Mr. Boyles. Lisa seconded the motion. Vote was 6-0.

### ***Resident Concern***

- Ms. Kathryn Merritt, a resident at 2672 Paddock Circle, addressed the board to express concern over tall vegetation by her driveway that blocks her view of the street when backing out of her driveway. Bob McKenzie stated he would look at the plant and will talk to the resident that the plant belongs to about cutting it back. If necessary he will cut it back himself.

### ***Meeting Signs***

- George stated that someone has apparently stolen the sign in the pool area that announces the monthly association meeting. He requested funds be made

available to replace both the meeting signs. \$120 was the amount thought to be enough to cover the expense. George made a motion to allow up to \$120 to be spent to replace the two meeting signs. Jo Ellen seconded the motion. Vote was 6-0. Motion carried.

### ***Escrow***

- La Verne stated that there is an excess of funds carried over from last year. She stated we should put \$3,000 in the association's escrow account for the Havenmist Pond. No vote was taken since the escrow is a county requirement.

## **COMMITTEE REPORTS**

***Pool Committee Report:*** provided by Lisa Sellars, Chair:

- Lisa reported the Christmas decorations were all down
- Stated she was having trouble getting Phase I pool passes from pass holders.
- Stated that the decorating contest was a huge success and that the three winners were surprised and excited.

***Welcoming Committee:*** provided by Jo Ellen Turner, chair.

- Stated she welcomed one family over the last two months. Ryan and Ashley Fitzsimmons at 2718 Paddock Circle. Welcome to the neighborhood.
- Two additional families have been identified and will be welcomed in the near future.

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

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

- A request for a shed by Glenda Stegall, 2729 Paddock Circle, was received and approved in December.

***Landscape Committee:***

- Nothing to report.

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

- Checking account balance at the end of December was \$3,996.87.
- Savings/escrow balance is \$262.23.
- La Verne expressed concern over the young kids playing in the street on the hill on Saratoga Drive. A driver's vision of the hill is obscured until he is going down the hill and they will be unable to stop in time to avoid an accident and injury.
- Also mentioned were cars parking on the common area around the pond and dog poop not being picked up. Other board members expressed the same concern.

- George mentioned that young kids are in the retention ponds and walking the woods. There are fox, beaver, snakes and other animals in the woods that will bite those that aggravate them. It was suggested that the Phase II newsletter make mention of the items brought up by La Verne. If people are aware of the situation, possibly things will improve.

**Havenmist Pond** provided by Paul Wichman, Project Manager:

- Paul provided an overview of what is needed to begin the Havenmist Pond stabilization and beautification project.
- Plan is to pump water from the pond to provide irrigation to a section of the pond area until the grass has taken hold and the area is stable and will not erode. Once the section is stabilized, work will be gin in another section.
- The project will take 3-5 years to complete.
- This year's budget provides for \$3000 to begin the project.
- Bob McKenzie, the landscape committee chair will supervise the project and maintain accountability of all expenditures.
- The board purchased a used pump to use in irrigation of the project for \$300 from Paul.
- Work will commence soon.

#### **NEXT MEETING**

- The next meeting will be held on Tuesday, 8 February 2011 at a place to be determined.

#### **ADJOURNMENT**

The meeting adjourned at 7.30 PM.