

# July Meeting Minutes

Silver Oaks Phase II Homeowners Association  
Board of Director's Meeting – Regular meeting  
July 23, 2015 (Postponed from 7/21/15 due to weather)  
Meeting Location: 2628 Paddock Circle (due to weather – school not available)

## Board Members present:

President: Charles Charamut  
Vice President: POSITION VACANT  
Treasurer: Laura Brown  
Secretary: Janet Troost  
Board Member at Large: George Wallace  
Board Member-at-Large: POSITION VACANT  
Pool Committee Chair: not present  
Welcoming Committee Chair: Jenilyn Troost  
Architectural Review: Bob MacKenzie  
Landscape Committee: Bob MacKenzie  
Yard of the Month Committee Chair: George Wallace  
Also present: Mr./Mrs. PJ Widener, Dennis Simmons  
Not present: Carly Maguadog

## Proceedings:

**Meeting was called to order by President Charles Charamut at 6:34 PM.**

**Approval of minutes from 6/15/15 – Motion by Bob MacKenzie w/changes, 2<sup>nd</sup>George Wallace. Passed with changes noted in red on June minutes (Add Dennis Simmons to “members present”)**

## Treasurer Report

<u>Checking Account</u>	<u>Escrow Account</u>
Old Balance \$ 47883.57	Old Balance \$ 6278.26
New Balance \$ 39597.30	New Balance \$6278.61
Dues            Paid            (past            month)	
\$ _____	

Laura Brown, Treasurer stated that all our line items are well within the ½ year mark. She proposed to keep \$4000 in a line item until the end of the year to use for “Havenmist Pond” repairs rather than pull it from the escrow. If, at the end of the year, we are over budget she will transfer over \$4000 from the escrow account. Discussion was tabled until the next regular meeting regarding that. Laura reported that 6349 Havenmist bounced a check 2x for dues. It was decided that the homeowner must be advised to pay by certified check and will be required to pay any additional check/back charges for the bounced check. Dennis Simmons questioned small repairs for the pool and it was reported it was for ladder tread repair and handrail repair required by the County Health Department on their last inspection (inspections attached). To pay for the light fixture repair/painting Laura reported she will move \$200 from “small pool repairs” to pay for “light fixture repair” line item.

## Old Business

- Levying fines for vandalism and pool damages – President Charamut reported that we are able to levy fines however we must follow the statutes and codes through the Sheriff's Department and go through with pressing charges. We will determine that on a case-by-case basis
- Pool visitors – Laura Brown made a motion to allow no more than 4 visitors per pool pass at any time. George Wallace 2nd. There was no discussion. Motion passed. It was also discussed that legal age for homeowner family members is age 14 however there should be adult supervision for any guests under the age of 18 and any family members under the age of 14. (Legal age in Florida is 18 this secretary found out and you must be 18 to be held responsible for injury, incident, or damages. Homeowners take

responsibility for their children age 14+ but we cannot convey that to guests.) Laura Brown made a motion that no visitors under 18 will be permitted at the pool unless there was someone supervising them over the age of 18. Jenilyn Troost 2<sup>nd</sup>. Motion passed without discussion.

- Expelling persons from pool for horseplay or alcohol for rest of season with no refunds. Jenilyn Troost made a motion that anyone caught with alcohol or horseplaying in the pool area will have rights to use the pool revoked for the balance of the season without refund. Laura Brown 2<sup>nd</sup>. Motion passed without discussion.
- Updating pool rules - Laura Brown stated she will copy the rules we have currently and we will look at current covenants to update. Tabled until we can update covenants and new rules.
- Pool cameras – It was reported that all cameras are working now per Carly Maguadog (info passed to Janet Troost to report). We paid A-Z Security \$465 to repair or replace cameras.
- Neighborhood Watch – it was discussed again but tabled until Annual meeting on August 4<sup>th</sup> where it is hopeful we will have homeowners in attendance to possibly start up a Watch. If we have interest President Charamut will call the local Watch program to see if we can have the come out to discuss the program with volunteers if we get any. We will also invite Phase I homeowners via Facebook page to see if any of them want to join a program so it will be community-wide.
- Yearly Calendar – President Charamut stated he will send out a Power Point slide to us to build in dates for the year. Tabled until September Board meeting.

### **New Business**

- Pool Parking lot use – it was reported someone has been using the pool parking lot for other than going to the pool. We will add in changes to covenants to restrict this. Janet Troost will look into signs we can obtain to note there is to be no parking at the pool except for pool users.
- It was discussed that Janet will check on pricing to get a sign for “Pool Parking Only. No Overnight Parking. No Loitering 10 PM to 6 AM. All others may be towed at owner’s expense.” President Charamut made a motion to purchase a sign and Janet Troost 2<sup>nd</sup> it when we find out the cost. Motion passed. It was determined the funds will come out of the “pool security” line item.
- Letter from Homeowner PJ Widener – President Charamut went over the letter from PJ (attached to minutes) and noted some of his concerns. It was reported that some of his concerns, i.e. tree trimming and grass cutting in common areas, has been taken care of since the letter was written. Sidewalk accessibility was also discussed and Chuck reported that the HOA recently repaired several sidewalks after inspecting them all and was not aware of any others. He said we will do another inspection to ascertain which, if any, sidewalks are impassable and need repairs. He also requested that when anyone sees a problem that they relay the information to him ASAP so it can be looked at.
- Open Board positions were discussed and Dennis Simmons stated he will think about the open VP position. He will accept a position of Member-at-Large.
- President Charamut indicated he has received some new email address from residents and he will forward that to the Secretary to update our list.
- It was discussed that we need a form of some form of notification to notify Homeowners of violations they may have. President Charamut said he has a form and he will forward this to us to look over.
- It was also discussed we need some signs that say “No Parking At Any Time – Violators may be towed at their own expense” to be placed in areas, i.e. Havenmist Lane or other areas where parking has become a problem. Janet will look into the cost of those signs also.
- It was discussed that any violations should receive a letter to make corrections within 30 days then a second letter if needed with another 30 day time limit before issuing a fine. Tabled for more discussion.

### **Committee Reports**

- Pool Chair– (Chair not present) Carly Maguadog relayed the message to Janet Troost that the cameras were repaired and that it was still “business as usual with incidents at the pool.” President Charamut spoke with the pool guy (Chris) and there had been a chlorine leak that was repaired as well as the ladder tread. It was reported that the pool had been closed 2x. It was also reported we need to get an extra set of keys for the gate locks for President Charamut. Additionally we will need to add money to the budget for the

pool for next year because we need to replace the pool grate cover every 5 years as per the Health Department.

- Architectural Review Chair (Bob McKenzie) – It was reported by Mac that there is nothing really new. It was also mentioned that there was a sign “Building Homes For Heroes” on “Kevin’s” lawn where it appears an addition is being built. There was never approval from the Architectural Committee for this. Mac will chase it down to see if it was ever approved. Mac will also speak to the Owners of the home across from the pool re: their shed which was not approved and is not concealed.
- Landscape Chair (Bob McKenzie) Mac asked if Laura ever paid the additional charges to Kenny (landscaper) and she had. George Wallace asked if Kenny could also do some weeding of certain areas and it was discussed that maybe we could do some type of trade off with him regarding the back entrance and pool weeding. PJ Widener stated he will do some of the trimming of the entrance and pool shrubs to save us some money. The project at Tully’s was discussed and apparently the Homeowner “played” with the area that Kenny will now have to go back and fix.
- Yard of the Month Chair (George Wallace) – Winners were Torres Family – 6205 Shire Lane
- Welcoming Chair (Jenilyn Troost) – Jenilyn reported she has been going door-to-door to get updates from everyone. It was reported there have been 3 new families in the area and Jenilyn has visited them and taken them a Welcome plant and a Welcome packet. Jenilyn said she has left messages for Tim Bryant, President of Phase 1 to see if they want to be involved in a Community Picnic and about a budget for the event but he has not yet responded. President Charamut said he will contact Tim Bryant about that. Jenilyn asked for suggestions re: the End of Year Pool Party as to food and music. This was tabled but Jenilyn will work on it and report at the next meeting.

**Next meeting** – Tuesday, August 4, 2015 @ 6:30 pm and the meeting will be held at the pool. This will be the Annual Meeting.

**Meeting was adjourned at 8:07 pm. Motion made by George Wallace and 2<sup>nd</sup> by Bob MacKenzie**