

**SILVER OAKS PHASE II HOA  
BOD MEETING MINUTES  
TUESDAY, NOVEMBER 19, 2019  
Crosspoint Church, Old Bethel Rd, Crestview, FL**

**Meeting called to order** at 6:30 P.M. President Charles Charamut opened the meeting with a tribute to Dave, known and respected by BoD members for electrical work done for Silver Oaks. He had been a member of Special Forces who was medically discharged following critical injuries after an IED exploded in Afghanistan number of years ago. Sadly, he succumbed to PTSD recently.

**IN ATTENDANCE:**

**Board Members:** President Charles Charamut, Vice President Eileen Kurtz, Secretary Mary Bergenstock, Treasurer Kyle Colvard, Members At Large David Daniels & Shaunta Kulah, Committee Chairs: Architecture/Landscape Robert McKenzie & Pool Cheri Dickson. Quorum present.

Absent: Welcome Committee Chair Damaris Charamut

**Residents:** Chris Alvarado, Joe Santoro, Martin Rozens, Vee & Kim Johnson

**Approval of October minutes** by President Charles Charamut, seconded by Eileen Kurtz following typo corrections.

**Treasurer's report:** Checking: \$17,980.32 Savings: \$31,503.32. Disbursements for pool bills are pretty much in line with the budget; \$3,000 had been allocated for cleaning and maintenance with actual expenditures of \$2,639, while \$3,673.53 was paid for an anticipated \$3,284 for repairs and supplies. There was a question about approving a high water bill due to a pool leak; CRI has paid it due to time constraints.

**Committee reports:**

**Architecture/landscape:** Request for an architectural review for a storm door & roof ventilation fans on Havenmist Lane approved. There is a request for yard & driveway erosion problem ideas/remedies on Equestrian Way; Robert McKenzie will meet with the homeowner to discuss how to correct.

**Welcome:** No report available; President Charamut said Damaris will no longer be able to chair the committee.

**Pool:** Cheri reported that the pool is closed for the season and has been winterized. The toilet paper dispensers need to be installed (President Charamut will do). All that is left to do is to switch to the new security system. Kris with pool maintenance reported that the

tank on the toilet in the men/s room is leaning and that there might be a leak.

### **Old Business:**

1. Per President Charamut's pool inspection the pool cap at the ladder nearest the pump house is cracked and needs a section removed and replaced prior to opening next season. A bid is needed for this project; George Wallace had left business cards for vendors who do pool work but it is unknown if we had used them in the past; it was recommended to review canceled checks for previous repairs/vendors.
2. Metal roof update: President Charamut passed around samples of metal roofing that looks like the original shingles. Per meeting with the lawyer, the interpretation of the covenants is that the original materials may be used or owners may present an architectural review for other materials, but a change would have to be approved by the Board; President Charamut will address this in 2020 annual letter.
3. Eileen Kurtz reviewed the cost comparisons presented last month for a new website; she stated a difference of \$115 between a site designed by CMK for \$1,153 versus a self-design by WIX for \$1,038. CMK will accept 50% down to initiate contract and the balance of 50% upon completion of the project. She stated in the interest of avoiding a possible price increase it is desirable to vote on this issue now. Robert McKenzie moved we go with CMK's proposal with a second by Shaunta Kulah; approved by all. We have 10 days from signing to approve the contract; the web site should be designed and completed within 45 days after we accept the terms.
4. Pool security/internet update: Eileen Kurtz reported that had been a couple instances in which the gate had not worked properly; Westco was called and fixed problems with a new lock & connecting a loose wire. Per David Daniels everything is now working, although cameras are not online yet; in & out pool use can be monitored on home via BOD 's phones. The pool cards we had been using with the old system will not work with the new one, but Westco generously split the costs with us for 200 passes and 30 fobs for \$250. President Charamut stated we need to plan a workday to fill in the - area on the right side of the driveway to prevent anyone from driving on the lawn to enter the parking lot. It was suggested we use a few PVC pipes filled with concrete for a barrier; work date to be announced. In order to make the 2020 pool pass sign up go more smoothly, Cheri Dickson and Eileen Kurtz will begin assigning 4 digit codes (will see if we can use 6 digits for greater security). Cheri stated that Phase I rules need be tightened up; she will rewrite; President Charamut will present to lawyer for approval.

### **New Business:**

1. A pool fee increase for Phase I was introduced by David Daniels in the amount \$175 annually, the allowable maximum per Phase II covenants; Eileen Kurtz presented a break down for the proposed increase which would result in a \$5/month increase. Following a positive discussion, Eileen moved we approve the increase with a second by Mary Bergenstock; approved by all. President Charamut will send letters to previous Phase I participants.
2. Per President Charamut we need to get bids for parking lot needs. Handicap symbols & parking lot lines need to be repainted. Also, a pot hole needs to be filled in and tree roots breaking through the asphalt need to be repaired.

3. The need for putting out Christmas decorations was addressed; it was decided due to extra pool expenses this year we will make do with those used in the past; they are stored in the shed at the pool.
4. Shaunta Kulah resigned as a Member at Large due to family commitments.

**Next meeting** January 21, 2020

**Meeting adjourned** at 7:44 P.M.

Signed,

Mary Bergenstock