

**SILVER OAKS PHASE II HOA
BOD MEETING MINUTES
TUESDAY, JANUARY 21, 2020
Crosspoint Church, Old Bethel Rd, Crestview, FL**

Meeting called to order at 6:30 P.M. by Vice President Eileen Kurtz

IN ATTENDANCE:

Board Members: Vice President Eileen Kurtz, Secretary Mary Bergenstock, Treasurer Kyle Colvard, Committee Chairs: Architecture/Landscape Robert McKenzie, Pool Cheri Dickson; quorum present. President Charles Charamut present via telephone. Absent Member at Large David Daniels; Member at Large position vacant.

Residents: Joe Santoro, Libby White.

President Charamut gave an opening statement thanking the board members for their hard work and dedication this past year and gave an overview of items he would be addressing later in the meeting.

Approval of November 2019 minutes: Motion to accept by Robert McKenzie, 2nd by Eileen Kurtz.

Treasurer's report: Checking \$ _____. Savings \$ _____. Invoices to CRI are in order and Kyle is working on the 2020 budget spreadsheet which will be finalized soon.

Committee reports:

Architecture/Landscape: No architectural review requests.

Welcome: Position currently vacant.

- Pool:
1. Updated pool pass request forms were presented with overall acceptance with a few recommendations: add that the gates close at 10:00 P.M., loud/offensive music violators who refuse to respect the requests of fellow pool users will be issued with one strike; the rules highlighted in red/yellow stand out and should be adopted on the form.
 2. Fee for lost pool cards: Motion by Mary Bergenstock, 2nd by Eileen Kurtz for \$40 replacement charge; also for additional cards; approved by all.
 3. Opening day of 2020 pool season is March 20.
 4. Pool pass requests will be online at the new Phase II Web site.
 5. Annual Phase II assessments of \$350 are due 30 days from receipt of invoice; usually end of February.
 6. President Charamut will send a letter to Mark Chancey, President of Phase I to inform its residents of an increase for pool fees to \$175 and the rationale for the increase.
 7. There was an incident this past weekend at the pool parking lot in which a lamp post was laying on the ground; the sheriff's office investigated and an incident report was filed. Since the incident was not captured on camera, no charges could be filed; repairs are our responsibility. It was recommended we install available wireless cameras that cover more area.

Old Business:

1. Pool repairs/vendors: Robert McKenzie will contact Grandstaff Plumbing to repair the men's toilet. Since repair quotes are valid for 90 days, we will get pool deck replacement bids in August and will vote on in September for the repairs after the end of the season. Pressure washing is a necessity; we have an oral bid of \$1,000 by Spanky. Robert McKenzie moved we allot \$1,000 for pressure washing, with a 2nd by Kyle Colvard; all approved. Since we need a written proposal we will withhold awarding the contract until next month.
2. Parking lot repairs/sealing/painting have a range of \$2,300 to \$3,300 depending on work done; hold until next month for further discussion.
3. Work date for installing parking lot barriers and repairing damaged area at pool deck ladder that needs attention now to be completed prior to the opening of the 2020 season.
4. Legal consultation regarding revised pool rules/usage contract: the cost to review the revised document is \$650; President Charamut's neighbor is a lawyer with HOA experience, so he will ask him as a resident & good neighbor to review it.
5. The Silver Oaks Phase II new Web site: SILVEROAKSFLHOA.COM is up and running and all Board members have been trained. Eileen Kurtz sent a "trial" architectural review form to test the system---needs fine tuning to remove glitches so that app is workable; Eileen will get with CMK to correct. Phase I Web Master, Joe O,Neill sent over a link to guide people to the new Phase II Web site.

New business:

1. Bonus for Alex of Eaton Farms Landscaping for working beyond end of contract to clean/tidy up common areas; table until next month for updates & clarification on time spent, monies paid, etc.
2. The necessity for a welcome committee was discussed; no vote taken but all were in agreement that a written correspondence by President Charamut and/or a welcoming 'post card' with reference to our Web site would be good PR.
3. A fee for architectural review was introduced. Per the covenants there is a clause allowing a \$50 charge for submitting an architectural review request, although historically it has been waived. With the new Web site there is an annual charge of \$40 to add supporting documents. To recover part of that cost it was decided that \$10/review would recover the cost (based on 4 requests annually). Per President Charamut no vote is needed since the covenants specify \$50, essentially resulting in a \$40 discount.
4. Annual letter issues were addressed by Eileen Kurtz reading excerpts from the letter. President Charamut added that much needed pressure washing of the sidewalks in front of homes is the responsibility of the homeowner and was recommended by a real estate professional, as well as upkeep/repair of fences & mailboxes to maintain the value of the neighborhood.
5. The possibility of using a classroom for our meetings was raised; President Charamut said most probably, we just need to ask.
6. Per President Charamut, in the best interest of all Board members with personal & professional time constraints a re-arrangement of Board positions would best serve our community and our goals. A homeowner has expressed interest in joining the board. After discussion and willingness on their parts, Eileen Kurtz made a motion seconded by Robert McKenzie that Kyle Colvard assume the vacant position of Member at Large and Mary Bergenstock will assume the position of Treasurer; all

were in favor.

7. A few other issues were brought up: one was a concern about an on-going issue of a broken lamp and mailbox on Paddock Circle of which the house appears to be vacant with a for sale sign; will this be taken care of at closing? The realtor or the property inspector will probably address, but it could certainly be noted in the estoppel letter. Also, cars are again parking in the road on Havenmist and there are concerns that an accident is waiting to happen; President Charamut stated this is a violation of Okaloosa County ordinances and we do have no parking signage; therefore, the sheriff's office should be called to enforce the violations. Cheri Dickson reported that the landscaper pointed out diseased Indian Hawthorne bushes adjacent to the pool and said that it is possible to cut out the roots that are cracking the parking lot rather than having to cut down the tree; Cheri will follow up.

Next meeting: February 18, 2020

Meeting adjourned at 7:56 P.M.

Signed,

Mary Bergenstock