

**SILVER OAKS PHASE II HOA
ANNUAL MEETING
TUESDAY AUGUST 18, 2020 6:30pm
Crosspoint Church, 6268 Old Bethel Road, Crestview, FL**

MINUTES

Meeting was conducted in accordance with Silver Oaks Phase II By-Laws and Florida Statute 720; agenda was made available to all attendees.

Board members in attendance: President Eileen Kurtz, Vice President Joe Santoro, Secretary/Treasurer Mary Bergenstock, At-Large members Kyle Colvard and Kim Johnson, ARC Chair Robert “Mac” McKenzie, and Pool Committee Chair Cheri Dickson.

Board members absent: At-Large member Chris Alvarado on travel status

Members in attendance: Martin Rozens, John and Elizabeth White, and Norman and Linda Runkle.

23 Proxies received: Michael Montes, Roy and Sherri Williams, Laura Brown, John Carey, Martha Childress, Stephen McLaughlin, Bradley Olgaard, Adam Christopher, Ronald and Barbara Dale, Bobbie Fillbrandt, Tolly Lawhern, Ralph Sterner, Brenda Timo, Sharon Fuentes, Richard and Thi Hai Mitschke, Robert Reyes, Kim Staley, Jo Ellen Turner, Janet Chapman, Chris Alvarado, Paul Wichman, David and Rose Daniels, Thomas and Samantha Hawkins

Certifying Quorum: Our By-Laws state that 30 percent of members entitled to vote constitutes a quorum. In-person attendance and proxies submitted by members totaled 33; 36 was needed; quorum was not reached.

Eileen thanked all Board members for their contributions to the HOA. She then advised that the meeting would adhere to FS 720 and any member wishing to address the Board must sign up to speak. No member signed up to address the Board.

Proof of Notice of Meeting: As required by FS 720.306, this notice was posted at the meeting along with the signed affidavit by Mary that notices were mailed to all members at the County Appraiser website address of record.

Reading and disposal of unapproved minutes: Eileen stated that per guidance from the HOA attorney when they prepared our 2020 annual meeting notice, annual meeting minutes should be approved at the following year's annual meeting. However, the August 2019 annual meeting minutes were approved at the September 2019 Board meeting. Consequently, for formality purposes, Eileen moved that we further accept the August 2019 annual meeting minutes without change. Joe seconded; all in favor.

Reports of Officers: Joe thanked the Board members for volunteering their time to serve on the Board, and announced his appreciation for former Board member/Maintenance Manager David Daniels for his contributions to the HOA.

Mary stated that for security reasons, budget information is not posted on the website but announced the current status of the HOA budget, as well as the draft 2021 budget, and advised that copies of the budget were on the sign-in table. Mary discussed the 2020 expenses thus far pertaining to attorney fees, accounting services, insurance, licenses, utilities, landscape services, the pool, the new website, and the repair of the Lake Silver entrance fence that was damaged by a driver and paid by their insurance company.

Eileen offered an overview of the general state of the HOA. The current number of Board members is 8, with the vacant Secretary position being filled by Treasurer Mary in accordance with our By-Laws. The Board members work well together and bring a variety of experience and talents to the Board. Eileen also provided the website address (www.SilverOaksFLHOA.com) and mentioned some of the features of the site, such as meeting agendas, meeting minutes, pool information, ARC guidance and community resources. Eileen stated that the vast majority of homeowners maintain their properties in accordance with the covenants, occasional issues of non-compliance continue to be successfully addressed, and offered a reminder of general maintenance such mowing your lawns, replacing mailboxes as needed, not parking on the grass, and replacing lamp pole globes as needed.

Reports of Committees: ARC Chair Mac provided a summary of ARC requests this year so far (screen room, pergola, roof, fence, deck, storage shed, solar attic fans) and reminded everyone that our covenants are on the website along with a feature where ARC requests can be submitted online.

Pool Committee Chair Cheri's report included the new security system at the pool where pool passes are activated from 6a-10p, allowing access into the pool area only during those times; a pool violation point system as suggested by a homeowner, created by Cheri and Kim, and voted on the Board in July, was implemented; pool rules and violation information is posted on the website; wireless cameras with two-way communication are being considered for enhanced monitoring of the pool and parking lots; the parking lot gates installed in November 2019 as a test pilot project with Westco have been a challenge but at this point the security company appears to have resolved the problem. Landscaping improvements around the pool included the removal of shrubs by Eaton Farms and a teen in the community working for community hours; 13 Phase I owners purchased a pool pass and 83 Phase II owners have pool passes.

Appointment of Inspectors of Elections: For a few months prior to the annual meeting, members of the community were offered the opportunity to submit their name for consideration to be a Board member. The deadline for submission to the Nominating Committee was August 9. The Nominating Committee received 7 names, all of whom are current Board members and who were appointed to the Board but needed to be elected (Eileen, Joe, Mary, Cheri, Mac, Kim and Chris); Kyle was previously elected at the 2019 meeting for a 3-year term.

Election of Directors: Eileen announced that there are 8 Board positions and 7 candidates. Per FS 720.306, no election is needed if the number of candidates is equal to or less than the number of available Board positions. It also states that the qualified candidates shall commence service on the Board of Directors, regardless of whether a quorum is attained at the annual meeting. Based on this information, no election was needed and the 7 candidates commenced service on the Board.

Unfinished Business: No votes were needed on anything but Eileen clarified the lawyer's guidance about metal roofs (as listed in November 2019 minutes) and solar panels (as provided in a July 2019 email to the former Board President). Both items are listed on the website under "Newsletters and Other Info."

New Business: None

Adjournment: The next Board meeting will be September 15 at 6:30 at Crosspoint Church, where the Board will vote on officer positions. Meeting adjourned at 7:09pm.