

# The Strand Home Owners Association

## Board of Directors Meeting, 1/23/2020 - Approved Minutes -

### **Board members present:**

- President – George Merrill
- Vice President – William Young
- Treasurer – Robert Polizzotto
- Secretary – Dick Galash
- Director – Stephen Sturgis
- Director – Mitchell Dario
- Director – Carlos Lee

### **Others in attendance:**

- Denise Ret – FirstService Regional Manager
- Jorie Holtman – Strand Property Manager
- Leo Jr. Employees (Erosion)
- Two Strand Homeowners

### **Call to Order:**

President George Merrill called the Board of Directors meeting to order at 1:00 pm.

### **Certification of a Quorum:**

A quorum was established.

### **Proof of Meeting Notice:**

Proof of notice posted in accordance with notice requirements.

### **Approval of prior meeting minutes:**

- Approval of the December 3, 2019 Budget/Workshop meeting minutes

*Dick Galash made a motion to approve the December 3, 2019 Budget Workshop and Budget Adoption/Directors Meeting minutes, seconded by Robert Polizzotto. With all the directors in favor – Motion Passed.*

### **Approval of prior financial report(s):**

- Approval of October and November 2019 financial reports

*Robert Polizzotto made a motion to approve the October and November 2019 Financial reports, seconded by Bill Young. With all the directors in favor – Motion Passed.*

### **Treasurers Report:**

- Gap in Novembers numbers – received vs expected
  - November 2019 financial adjustments to be made - adjustments will be on the December 2019 financials

- \$262,000 in reserves
  - \$38,000 and \$52,000 not transferred until January 3 2020. Should be in December 2019 close out of financials if amounts are 4<sup>th</sup> quarter payments
- Transfer of \$7000 every beginning of quarter
  - \$14,000 total (July and October 2019) should also be in December 2019 numbers
- Roadways are due to be looked at in 2 – 5 yrs.
  - \$200,000 total cost to do all roads
- TIAA (Reserve Bank)
  - Update of signature cards – three signers
    - George Merrill
    - Bob Polizzotto
    - Bill Young
- Funds are held in a Money Market account
  - \$180,000 with .7% interest
  - Would like to move \$50,000 into CDs at 2% interest
  - Bob Polizzotto to speak to FirstService Residential Professional Banker, Kevin Mandell
  - Board to review/approve transfer of money at next BOD meeting
- FPL discrepancies – Denise Ret to research the following:
  - –\$824.00 FPL deposit?
  - +\$689.00 FPL receivable?
  - Cash-in-transit?
- Two bills outstanding for fountain charges
  - \$1,273 Club Side – still owed
  - \$1,346 Master – still owed
- 5179 Marble Court
  - \$500.00 transfer fee – has this been received?
- NSF in-transit, \$600.00
  - Banking to call Bob Polizzotto
- Full Audit of the 2019 Financials proposed
  - Management to get three proposals

*Bill Young made a motion to approve a full audit of the 2019 financials, seconded by Dick Galash. With all the directors in favor – Motion Passed.*

- Delinquency report – unpaid fees
  - After 30 days – late fee/interest
  - After 45 days – goes to attorney
    - Attorney to send a demand letter
    - After another 45 days – lien on home
  - Tree trimming fees to be taken care of before the end of the month

### **Master Board Liaison Reports:**

- Had a workshop earlier in the week to go over plans for the year
- No December meeting
- Did not receive financials so the report smaller than usual
  - Did make a profit
- Paving was done at \$470,000 – club paid 20%
  - Contractor came back to repair some ridges in front of the clubhouse
- Security system is the number one priority in the Master Association
  - Plans to re-do the back gate

- Littoral planning in May
- Fountain on right-hand side as you drive in past the gate will be re-activated
- Master documents are being re-worked – rough draft should be available soon
- The preserves were cleaned up at a cost of \$38,000
- Six street light are out – to be replaced by February 1<sup>st</sup> with LED bulbs
- \$5,000 proposed to be spent for a Reserve Fund Study
  - Questioned by Board member – wanted to know if it was necessary
  - Funding a reserve study to be considered

### **Old Business:**

- Palm tree update
  - A/R to correct account ledger – George to supply Management team with corrected list – updated to ledgers to be done before the end of the month
- Hardwood trimming update
  - Delayed due to wind, weather, etc.
- Roof Inspection
  - 5887 Barclay – in litigation with insurance company
  - Need status of roof repair and possible completion date
  - In the interim, roof needs to be cleaned
  - Send first letter of non-compliance
- 5942 Amberwood
  - Wall that surrounds pool area is moldy and dirty
  - Send letter of non-compliance
- 5847 Whisperwood
  - Home taken over by bank
  - Demand letter from attorney to bank for fees
    - 1 year of assessments, plus fines, plus \$800, and to secure pool

### **New Business:**

- Annual meeting
  - First notice to be mailed on January 27, 2020
  - Candidate sign sheet must be in before February 17, 2020
  - Candidate information sheet needs to be in by February 24, 2020
  - Second notice to be mailed out on February 25, 2020
  - Annual meeting date is March 19, 2020
- ARBs
  - 5877 Rolling Pines Ct – Install new roof
    - Approved
  - 5875 Marble Ct – Install new brown roof
    - Approved

*Bob Polizzotto made a motion to approve the ARCs for 5877 Rolling Pines and 5875 Marble Court, seconded by George Merrill, with all the directors in favor – Motion Passed.*

- 5884 Whisperwood – Install third recessed garage door
  - Needs more information
    - ARC sketch
    - Front elevation
    - Size/style of door

- Mailboxes (Northern Contracting)
  - Minimum pole painting and repairs – Northern Contracting
  - Contractor to come on site – Management to give George a couple of dates
- Street Signs
  - Management to get a quote for seven 25 mph signs from Northern Contracting
- Erosion
  - Fix drainage to properly drain to the water - owners expense
  - Erosion caused by improper drainage?
  - Board member to speak to Club Manager – okay when pipes go down and terminate into lake that pipes go through clubs lake bank?

**Adjournment:**

*George Merrill made a motion to adjourn the Board of Directors meeting at 3:28 pm, seconded by Bill Young. With all the Directors in favor – motion passed.*

Respectfully submitted,  
***Jorie Holtman, LCAM***  
Strand Property Manager