

Agenda: Audubon Landing HOA Board Meeting

January 28th, 2019 6:30 PM

West Meadows Community Center

Call to Order – Board of Directors. 7:07pm

- Attendee Recognition – Board of Directors. **A quorum of the Board was established with all five Board Members in attendance. Fifteen (15) Members were in attendance at the meeting as well.**
- Updates To Agenda
 - **2019 Board Member Officer Positions Discussion**
- Secretary: Minutes November 26th, 2018 – Board of Directors. **Motion made by David Ritchie to approve the meeting minutes as submitted, John Garcia seconded. The motion was unanimously approved.**
- Treasurer: Financial Report YTD December 2018 – J. Garcia. **John Garcia reviewed and discussed the financial report through December 2018. John also announced that the update to the reserve study has been started and the Board will complete the update with Reserve Advisors in 2019. Motion made by David Ritchie to approve the Treasurer's Report, seconded by Debby Amon. The motion was unanimously approved.**
- Without Meeting Confirmation – Board of Directors
 - Irrigation electrical work completed for the cost of \$714.00.
 - **Motion made by Marie Austin to approve the action without a meeting approval, seconded by John Garcia. The motion unanimously passed.**
- **Individual Reports:**
 - Pool – D. Ritchie. **David provided an update on the pool and noted that there have been concerns with leaks and the float valve not properly running. This has led to higher water bills recently for the Association. The water supply for the pool has been turned off and David will continue to monitor the water level to determine if there are any additional leaks or if there is a concern with the float valve.**
 - **Pool Paver Repair Proposals Discussion. The Board discussed the proposal submitted by Gulf Coast Paver to complete the bullnose paver repairs on the pool deck. Motion made by Bill to approve the proposal, seconded by Debby. The motion unanimously passed.**
 - Gate – M. Rakes. **Maury discussed that there have not been any concerns with the gate since the last meeting. The Board discussed having the gate responsibility transferred to one of the current Board Members. After discussion, motion made by John to have David Ritchie take the gate responsibility and Bill Koerber take the pool responsibility, seconded by Marie. The motion unanimously passed.**
 - Landscape & Irrigation Update – M. Austin. **Marie Austin provided updates to the Board of Directors regarding the mulch and sod project and discussed the proposals submitted by Duval Landscaping. The proposals submitted are for the following work throughout the Association: Replacing the dead/dying plantings between the driveways, new plantings at the entrance area, creating a "model" for landscaping at 19159 Lake Audubon Dr., various planting replacements throughout the Association where needed.**
 - **Landscaping Proposals – The Board of Directors discussed the submitted proposals. The Board requests that the Landscaping Committee review the submitted proposals and come to the next Board Meeting with a plan of action regarding the proposals and a recommendation for the Board of Directors on how to utilize the landscaping funds for 2019.**
 - Communication/Newsletter Committee – J. Garcia. **John Garcia announced that the newsletter is ready to be submitted to the Members after the update for the 2019 Board of Directors is completed. John also announced to the Members present that the website's "Message the HOA Board" is active and Members are encouraged to use this function to submit questions or concerns to Melrose Management.**

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Melrose Management Reporting:

- Attorney Letters - Issued by Reason. **None to review at this time.**
- Past Due Proof of Insurance Letters – Issued by Resident. **Reviewed and discussed.**
- Past Due Status. **Reviewed and Discussed.**
- Violation Letters sent. **Reviewed by the Board of Directors. The Board of Directors discussed the violation at 19146 Lake Audubon Dr. The Violation Review Committee held a meeting on January 24, 2019 to discuss the violation and imposed fine against the Lot. Pursuant to the Committee's meeting minutes, based on review of documentation provided, the Violation Review Committee unanimously did not recommend approving the fine. Based on the Committee's decision, no fine will be imposed.**

Old Business:

- Landscaping Committee – Report. **No report submitted at the meeting. The Landscaping Committee will be prior to the next board meeting and will provide a report at the next board meeting.**
- Street Parking/Towing Vehicles Discussion. **This topic tabled until the next board meeting.**

New Business:

- 2019 Board of Directors Officer Positions Discussion: **The Board discussed the 2019 Officer Positions for the Board of Directors. Motion made by John Garcia to have the following Officer Positions:**

President – David Ritchie

Vice President – Marie Austin

Treasurer – John Garcia

Secretary – Debby Amon

Director – Bill Koerber

The Motion was seconded by David Ritchie. The motion unanimously passed.

- Next Walk-through – **February 21, 2019 at 9:00am**
- Next Board Meeting – **February 25, 2018 at 6:30pm.**
- Meeting Adjournment – **8:16PM**