Meeting of the Board of Directors

Villas de Golf Association, Inc Held in the Clubhouse

**March 14, 2016**

**Regular Membership Meeting Minutes**

***Unapproved***

**Call to Order and Roll Call**

President K. Ward called the meeting to order at 3:05 p.m. 15 Owners in attendance. The following Directors were present:

Kent Ward President Barb Mannette Vice President

Bonnie Boak Treasurer Bernadette Moriarty Secretary

Tom King Director

RPM property manager Leslie Randolph was present.

**Proof of Notice:** Meeting notice had been posted in accordance within Association By-Laws

**Approval of Minutes of Prior Minutes:** The Board meeting minutes of February 22, 2016 were presented. Mr. King made a motion to accept the minutes as presented. Ms. Boak seconded the motion. The motion passed unanimously.

**Officers Reports:**

**President:** Mr. Ward notified the Board that Ms. Boak had agreed to serve as Treasurer replacing Mr. Shafer who vacated the position. Mr. Ward called for a yay or nay vote. The yay vote was unanimous.

Mr. Wardnotified the Owners that Mr. Burris had resigned from the Board. Therefore, there are two vacancies, should anyone wish to volunteer for consideration for the open positions

**Treasurer:**  Ms. Boak notified the Board that the February financial report was not received prior to the meeting. Upon receipt, it will be posted on the Association bulletin board.

**Committee Reports:**

Volunteers: Ken Swerienga reported that the volunteers had completed the following projects: painted shuffleboard sidewalks, planted globe lamp poles, scraped carport poles, initiated gutter downspout project, and installed light at bldg. 7/8 grill area, significant sections of the property were mulched.

Social Committee: no formal report, will finalize proposed calendar in the coming weeks

Chair of the meeting transitioned to Ms. Randolph.

**Old Business:**

**Update on umbrella stand purchase.** Mr. King reported that one umbrella stand was purchased for $202.21 and placed at the area, and a rope handle was attached to facilitate moving from place to place.

**Final Update on the CES Engineering Gutter Hangar Project.** Ms. Randolph reported that the completed CES work report was sent to Trinicon (Brian) regarding the condition of the roof elements as identified by CES. Brian will evaluate and provide a proposal for additional roof repairs. It was noted that the Building Maintenance and Repair budget would be the initial budget for repairs.

**Progress Update on Westcoast Landscape and Lawns Contraxt for Add’l Renovations**. Proposal was approvedFeb 22. Agreement was reached with Westcoast to hold off on installation due to cold weather at the time of approval and uncertain date for repaving the complex. A mutually agreed upon date of installation to be determined.

**New Business**

**Discussion/Vote on Approval for Bob Shafer to continue to Carry Community Credit Card.- T**he Board discussed re-establishing the Buildings and Grounds Committee with the appointment of a Chairperson who will file reports and provide updates. A motion was made by Mr. King to allow Mr. Shafer to use the Community credit card, as needed, until such time as the Board can redefine the role of the Buildings and Grounds committee. The motion was seconded by Ms. Moriarty. The motion passed unanimously.

Ms. Randolph gave a brief overview of the Petty Cash Account-which is setup specifically for Villas De Golf Officers. Account allows an Officer to charge monies, which is replenished solely by the Treasurer.

**Review of the 14 Day Rule to Inspect Vacant Units.**-Ms. Randolph gave an update on the 14 Day Rule which indicates the need for someone to inspect units every 14 days that the unit is vacant. This is already specified within insurance policies; and, is being considered by the Florida State Legislature. Ms. Randolph recommended that the unit Owner take pictures before vacating, so that there is a reference should some damage occur while the unit is vacant. A brief discussion also raised the need to keep Air Conditioners maintained and kept clean. The Association cleans the collective drain lines monthly, but unit owners should stay vigilant in keeping the A/C clean.

**Proposed Rules and Regulations Update for Community 2016.** Ms. Mannette provided an update on the process for revising the Rules and Regulations, which was initiated at a workshop in February (open to Owners) to review each rule and regulation in order to make recommendations, as needed. Final 2016 draft was developed with input from Owners, Board Members, Florida State Dept. (for pool legal advisories), along with legal counsel. Ms. Mannette made a motion to accept the revised Rules and Regulations dated 2016, as reviewed by the Board of Directors and legal counsel. Mr. King seconded the motion. The motion passed unanimously.

**Owner - Maintenance Request**

9102-Stafford. Proposal, initiated by Mr. Ward at the request of 9102 Owner, was received for removing all turf in front of Bldg. 9 and replacing with asiatic jasmine. Concerns raised by Ms. Moriarty were difficulty in lengthy and spotty germination as evidenced in front on Bldg. 10 and parking lot islands, cost to replace turf with mimosa $2,700, plus supplemental. Residents cannot walk on mimosa to access autos

Prior Board had decided not to replace turf throughout the complex, but in several sections seeding has been successful. Recommendation of the Board at this point in time is to reseed the area in front of Bldg. 9.

**Adjournment**

There being no further business, a motion was made by Mr.King to adjourn. Motion was seconded by Ms. Boak. Motion passed unanimously. The meeting was adjourned at 4:07 pm