

THE GOLF VILLAS LANDSCAPE ASSOCIATION 1, INC.
BOARD OF DIRECTORS MEETING MINUTES
THE PRESERVE COMMUNITY CENTER
THURSDAY, JULY 27, 2017 – 10:00 AM

CALL MEETING TO ORDER / ESTABLISH QUORUM

President Andy Russell called the meeting to order at 10:00 AM. Other Board members present were John Grabowski, Ken Filow, Donna McGregor, and Mary Courneya. A quorum was established. Also attending were Judie Littell, LCAM, representing PCM, along with GVLA members Dorothy Bryson, Bernard (Bernie) Comeau, and Ellen Linton.

PROOF OF NOTICE

The Agenda with meeting date and time was posted on the GVLA website. The meeting date and time was also posted on the TV Community Channel, and on the Preserve Community Center bulletin board in accordance with the Bylaws of the Association and requirements of the Florida Statutes.

DISPOSITION OF PRIOR BOARD OF DIRECTORS MEETING MINUTES

John Grabowski **motioned**, seconded by Mary Courneya, to approve the minutes of the June 29, 2017 Board meeting as written. **The motion passed unanimously.**

TREASURER'S REPORT

John Grabowski reported that at the end of June the bank balance was \$80,359 vs. \$109,158 at the end of December. Sod replacement, plus tree and irrigation maintenance are exceeding our 2017 budget amounts. The “Subtotal Fund Balance” (previously labeled “equity”) continued to decline to \$82,720, from \$112,018 at the end of 2016. With 231 GVLA units, the current balance equates to \$358/unit. Next month we should begin planning our 2018 budget, which will likely need to be increased to rebuild our reserves and cover increased operating expenses. Unpaid assessments continue to increase, being \$13,558 at the end of June. As of July 18, this delinquency balance declined slightly to \$13,261, as a result of our “friendly reminder” letter authorized at our last Board meeting. There are 8 delinquencies which comprise 53% of our delinquencies and which have been delinquent for over 4 months. In these cases, we should consider stern legal action. Such delinquencies are not acceptable. Andy Russell **motioned**, seconded by Donna McGregor, to approve the Treasurer's report for the month of June 2017. **The motion passed unanimously.**

PRESIDENT'S REPORT

Andy **motioned**, seconded by Donna McGregor, to appoint Bernie Comeau to serve on the GVLA Board of Directors until the next annual meeting. **The motion passed unanimously** and Andy welcomed Bernie to the Board. Other discussions are covered under Old and New Business below.

UNFINISHED BUSINESS

1. Status of Landscape – Washingtonian Palm Letter Follow up Action – The letter to the Members who own the Washingtonian Palm trees was mailed on July 6, 2017. There were 20 mailed and 13 responses received. They were given until July 31st to respond. All responses

received by PCM will be emailed to the Board, after which the Board will go door to door to those who did not respond. If we do not receive all, FLP will not honor the quote.

2. Assessments – Delinquent Account Collection Policies – There are seven seriously delinquent accounts and one paid up. Six of the seven had made no payments this year. We need to call people's attention to the consequences. John Grabowski will draft a letter and electronically send to the Board by the end of the week. John suggests the Board consider them case by case as to whether it should go to lien.
3. Website Update – Donna McGregor will have Kristen Raniere put on the web site that the Association does not maintain mailboxes. Donna McGregor will continue to be responsible for the Service Maintenance Logs, as mentioned in last month's minutes including posting the date and action taken by FLP. The Board decided FLP would not have access to the Service Maintenance log. Donna will check the submitted service requests daily, forward to FLP (or discuss with the Board), and advise the homeowner by email. Donna will also close the service record after being notified by FLP that the work is complete.
4. Attorney Questions Re: Interpretation of the GVLA Declaration – John Grabowski has three questions for the attorney and will circulate to all Members. They are:
 - a. The original landscaping, including the planting of the oak trees, was done by the developer. We have some requests from people who want them removed. Who is responsible for the expense? Association or owner?
 - b. Our ability to interpret the Declaration is difficult as it is unclear. An example is, if someone turns the irrigation control off, do we have any recourse to replace sod and bill the owner?
 - c. Back flow valve – The Declaration says that the GVLA is responsible for the entire irrigation system on the property. This states that the water that comes on the property, but does not address the back flow preventers.The Board will gather questions for the attorney.
5. Oak Tree Maintenance – Andy Russell received estimates of \$850-900 per tree from Affordable Trees and Brown Trees. Riley Trees have a problem because their bucket cannot get into the back yards. FLP quoted \$1600-1700 and Terry's Trees - \$2,000 each to remove from the back yards. The City does not require a permit. This is original landscaping and the question is who is responsible, owner or Association? The roots of these trees damage sidewalks, lanais, under the driveway, etc. We only have to replace in the front yards. A discussion ensued about asking the attorney and then respond to the owners that we are waiting to hear from the attorney whether this is an association responsibility. Are we legally bound and if so, how to pay for it, and that it might have to be a special assessment.
6. Insurance – This is tabled to the August Board meeting.

NEW BUSINESS –

1. Irrigation Discussion – There are three owners who do not want their control boxes touched and will call in for an irrigation repair. It is \$45/hour for Dave of FLP to get to the house but

does not cover the repairs. The owner must be home between 8:00 am to 5:00 pm to meet with him. The Association needs control over the expense part of this. This is another question for the attorneys. We need legal advice before we write letters to these owners.

OPEN FORUM / ANNOUNCEMENTS – One owner asked about the water restrictions from the County. They are still in effect.

ADJOURNMENT

The next board meeting will be August 24, 2017 at 10:00 AM. There being no further business to discuss, Andy Russell **motioned**, seconded by John Grabowski, to adjourn the meeting. **The motion passed unanimously** and the meeting was closed at 11:55.

Respectfully submitted,
Judie Littell, LCAM
Managing Agent for Golf Villas Landscape Association 1, Inc.