

GOLF VILLAS LANDSCAPE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, MAY 24, 2018
TARA PRESERVE COMMUNITY CENTER

CALL TO ORDER/CERTIFYING A QUORUM – The meeting was called to order at 6:30 PM by President, Dan Powers. Other Board members attending were Mary Buckley, Mary Courneya, Ken Filow, Donna McGregor, and Gene Rado. Bill Beall was absent with notice. A quorum was established. Judie Littell, LCAM, represented Progressive Community Management, Inc. (PCM). Members present were Dorothy Bryson, Paul McGregor, Linda Rado and Andy Russell. Dan Powers welcomed everyone to the meeting. He said this is a meeting for the Board and members will have an opportunity to speak under Audience Comments.

PROOF OF NOTICE – The meeting date, time and location was posted on the GVLA website, as well as the TV Community Channel, and on the Tara Preserve Community Center bulletin board, in accordance with the Bylaws of the Association and requirements of the Florida Statute.

APPROVAL OF MINUTES FROM LAST BOARD MEETING – Mary Courneya **motioned**, seconded by Gene Rado, to approve the Board of Directors Minutes of the April 26, 2018 board meeting as written. **The motion passed unanimously.**

AUDIENCE COMMENTS – Paul McGregor mentioned that today is the one-year anniversary of the website. A lot was achieved and the time has come to make changes. It can be structured to be friendlier using Word Press. Paul McGregor and Ken Filow will work on this. New photos are needed featuring “Landscaper of the Month” showing someone hands-on working on irrigation, etc. He explained the difference between GoDaddy and Word Press. GoDaddy is a site in which you create a name for your website. It registers the name at a \$15/year annual fee. Word Press software is a commercial program of which PCM pays so that they can create the sites for associations like GVLA.

Linda Rado suggested to put a short statement with Sabal Palm Bank’s new mailing address on the GVLA website regarding “bill pay” payments received late by Sabal Palm Bank due to the Bank’s change of address.

APPROVAL OF THE TREASURER’S REPORT – Ken Filow presented the Treasurer’s report for Bill Beall.

Assets for the month of March \$ 15,742

Assets		Liabilities		Equity	
Checking – Sable Palm Bank	\$ 33,175	Accounts Payable	\$ -	Previous Year	\$ 51,535
Assessments Due	6,988	Prepaid Assessments	18,531	Current Year	(27,546)
Bad Debt Allowance	(60)	Deferred Revenue	-		

Prepaid Insurance	292				
Prepaid Expenses	2,125				
	\$ 42,520		\$ 18,531		\$ 23,989

Total Expenses for Month of April 2018 \$ 22,857

Gene Rado **motioned**, seconded by Mary Buckley, to approve the April 2018 financials as presented. **The motion passed unanimously**.

It was suggested to put on the agenda, if someone does not pay, that we stop the lawn service. Gene Rado would like someone to call the attorney for a legal opinion.

Judie was asked to call Kevin Wells to ask whether the Board can email the entire Board for a discussion only. The Board knows they are not allowed to vote via email.

UNFINISHED BUSINESS

- a) Review Exceptions Report - Donna McGregor **motioned**, seconded by Gene Rado, to send a letter to the offending owners. The Board approved the letter. FLP will be asked to start new with the Exceptions Reports. Going forward, any offenders will be notified of their violation(s) by mail. PCM will handle the mailing. Follow-up is required to remove names from the report. When the vote was called, **the motion passed unanimously**
- b) Review of Welcome Letter (magnet, map) – Please see the Welcome Letter attached to these Minutes. It would have a card and list of services for \$130/month. Ken Filow displayed the TMA and CDD Newsletter which could be added on. He talked about the role of FLP, the who, what, where, how and when, and suggested giving resources where members can go to use maintenance provided. Dan Powers asked for a volunteer to take all the suggestions and put them in one envelope to reference it. Donna would like the magnet and the map and the GVLA website information. It was suggested to have a folder for the member to keep all this information.
- c) Website Control – Paul McGregor and Ken Filow will work on this as mentioned above.
- d) Tree Removal Update – FLP Landscaper – 7604 Teal Trace has a serious problem with a 30' oak tree. The Board already voted and passed it on to Joe Bratcher of FLP who will remove the tree and grind the stump for \$650.

NEW BUSINESS

- a) Annual Audit – Gene Rado **motioned**, seconded by Ken Filow, to have Judie give the names of three CPA firms and email to the Board. They will interview the three firms and see whether it should be a full audit or review. **The motion passed unanimously**.

BOARD MEMBER COMMENTS

- a) Mary Courneya – No report

- b) Donna McGregor – Would like Judie to do the agenda two weeks before the meeting and send 10 days in advance of the meeting to the Board, and Jim Kaluk to post at the community center.
- c) Ken Filow – No report
- d) Gene Rado – Mentioned that the agenda is controlled by the president.
- e) Mary Buckley – No report
- f) Paul McGregor – Supports withholding service to delinquent accounts

SCHEDULE NEXT MEETING / ADJOURNMENT – The next Board meeting will be on June 28, 2018 at 6:30 pm. There being no further business to discuss, Mary Buckley **motioned**, seconded by Ken Filow, to adjourn the meeting. **The motion passed unanimously** and was closed at 8:43 PM by President Dan Powers.

Respectfully submitted,

Judie Littell, LCAM
Progressive Community Management, Inc.
Managing Agent for the GVLA Association