

**GOLF VILLAS LANDSCAPE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, JUNE 20, 2019 – 6:30 PM
TARA PRESERVE COMMUNITY CENTER**

CALL TO ORDER/CERTIFYING A QUORUM – The meeting was called to order at 6:30 PM by President, Gene Rado. Other Board members attending were Bill Beall, Mary Buckley, Donna McGregor, Dan Powers, and Andrea Russell. Debbie Tyo attended via telephone. A quorum was established. Judie Littell, LCAM, represented Progressive Community Management, Inc. (PCM). Members present were Carolyn Beall, Dorothy Bryson, Paul McGregor, Judy Murphy, Alex Portyanko, and Linda Rado.

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.

LETTER FROM BILL SUTTON – Gene Rado motioned, seconded by Andrea Russell, for Judie to read a letter written by Bill Sutton, CEO of PCM, directed to the Board about their code of conduct and fiduciary responsibilities. It was addressed to Dan Powers but also meant for the entire Board. When the vote was called, there were six yes: Mary Buckley, Donna McGregor, Bill Beall, Andrea Russell, Debbie Tyo, and Gene Rado. There was one no: Dan Powers. **The motion passed.** Another motion was made by Gene Rado, seconded by Donna McGregor, to add the letter to the minutes. **The motion passed unanimously.** This is attached to these minutes.

APPROVAL OF AGENDA – Mary Buckley **motioned**, seconded by Andrea Russell, to approve the agenda as written. **The motion passed unanimously.**

APPROVAL OF MINUTES FROM LAST BOARD MEETING – Mary Buckley **motioned**, seconded by Donna McGregor, to approve the Board of Directors Minutes of the May 30, 2019 board meeting with a correction under New Business, the Irrigation Control Boxes. **The motion passed unanimously.**

TREASURER'S REPORT – Bill Beall's reviewed the April 2019 financials. See below.

Assets for the month of March		\$	83,870
Assets	Liabilities	Equity	
Checking – Sable Palm Bank	\$ 79,026	Accrued Expenses	\$ -
Assessments Due	7,886	Prepaid Assessments	23,899
Bad Debt Allowance	(6,515)		
Prepaid Insurance	620		
Prepaid Expenses	-		
	\$ 81,018		\$ 23,899
			\$ 57,119

Assets for the month of April \$ **81,018**

Assets		Liabilities		Equity
Checking – Sable Palm Bank	\$ 84,265	Accrued Expenses	\$ -	Previous Year \$ 49,717
Assessments Due	7,585	Prepaid Assessments	21,522	Current Year 14,061
Bad Debt Allowance	(7,015)			
Prepaid Insurance	465			
Prepaid Expenses	-			
	\$ 85,300		\$ 21,522	\$ 63,778

Total Expenses for Month of May 2019 \$ **22,446**

Gene Rado **motioned**, seconded by Andrea Russell, to approve the April and May 2019 financials as presented. **The motion passed unanimously**.

PRESIDENT'S REPORT – Gene Rado would like to move along with the By-Laws and when we get a little closer to filing these, Gene wants to have the Board understand who can speak to the attorney.

1. Treasurer, Bill Beall – to Sandy Levitt, Esq.- on collection issues
2. Secretary, Donna McGregor – to Kevin Wells, Esq.- on joinder issues
3. President, Gene Rado, on anything else

Gene Rado **motioned**, seconded by Donna McGregor, that the above-mentioned Board positions can speak to the attorney on issues as written above. **The motion passed unanimously**.

Gene would like to have two passes in this order: (1) change voting for quorum first, and (2) go back and make changes to the documents, send them out and vote on each issue. One of the changes in the documents under 9.02, Repair and Maintenance by Owner – a sentence should be added “GVLA is under the umbrella of the master association, Tara Master Association (TMA) ARC. Any landscaping issues must be approved first by GVLA.

OFFICER'S REPORTS

- a) Treasurer – Bill Beall – Requested that in 2020 we have our meetings on the 4th Thursday of each month.
- b) Vice President – Andrea Russell – We have had some complaints on holly trees. Joe Bratcher will charge \$100 to remove the dead trees. There are 10 trees that are original plantings and the Association is responsible for the expense. Fruit trees are prohibited in the Preserves as written in the TMA documents. This information will be included in a letter to the homeowners with the dead trees.
- c) Secretary – Donna McGregor – Has three issues. Proper protocol – when someone wants to make a change in their design, they must first get approval from GVLA, and then go to the TMA ARC for their approval. They need approval from both.
 - a. 6305 Wingspan Way – We want to make sure the homeowner gets permission before they do anything. This owner wants to add their extensions, take down the tall queen palm and put in a pigmy date palm.
 - b. 7623 Birds Eye Terrace – A Magnolia tree was removed last April. The second one is very dangerous because the roots are into the lanai. This is an original landscape tree. It will cost

\$750 to remove and grind the stump. Donna McGregor **motioned**, seconded by Andrea Russell, to have the Magnolia tree removed for \$750 by FLP. **The motion passed unanimously.**

- c. 6515 Tailfeather Way – FLP trimmed Jazmin 3 weeks ago, it is growing wild, and need to be trimmed again which would be the second time in 3 weeks. The homeowner is not aware that these are not original plantings and takes up too much time for FLP to maintain. The homeowner planted these 2 years ago. We need to add a letter to the welcome package stating that the homeowner cannot plant anything without getting approval by GVLA and TMA ARC. If it is not original plantings, FLP cannot maintain it. Bill Beall will add this to the welcome letter.

COMMITTEE REPORTS

- Web Site – Paul McGregor – The number of people hitting the web site has not changed. Paul investigated the hits, and the largest is filing a maintenance request. He will go back to the home page and make it easier for the members to go through the web site. He would like to time this for when the documents are ready.

OLD BUSINESS

- Update GVLA documents – Gene Rado explained that the Board went through the By-Laws and now needs a reasonable agreement on this. The next one is the original landscape restrictions. The insurances that GVLA has is Directors & Officers and Crime (Fidelity). On the oak trees – when we redo the documents, make the responsibilities 50%-50% to be shared between the Association and the owners. A suggestion is to put a time limit on it.

The documents need an enforcement provision, i.e., the sprinklers being turned off when people are away. Notification needs to go to the lot owner for their neglect and possibly be fined; or if not corrected in X number of days, we will charge them. Or, have ARC take over the enforcement task. The owners who have someone they trust, should have a key to their garage. The consensus was that ARC should be responsible for the enforcement rather than GVLA, and they can email it back to the board.

The Owner Contact Information form should be mailed out to all owners this week.

- Payment Plan Update – Bill Beall discussed the aged owner balances as of May 31, 2019. There were 7 friendly notices, 5 past due notices, 2 liens that cleared, and 1 new lien on lot #140. Gene Rado **motioned**, seconded by Andrea Russell, to lien lot #140. **The motion passed unanimously.**
- Homes for Sale Including “Sale Letters” and “Welcome Letters” – The following are:
 - 6309 Wingspan Way – contract pending to close 6/3/19
 - 6305 Wingspan Way – sold, closed on 6/10
 - 7320 Birds Eye Terrace – still for sale
 - 6327 Wingspan Way – sale pending
 - 6255 Wingspan Way – no change, on market
 - 6525 Tailfeather Way – no change, on market
 - 6167 Aviary Court – no change
 - 6519 Birds Eye Terrace – no change, not a GVLA property, need to join
- 7606 Birds Eye Terrace - Irrigation Changes – 4 sprinkler heads need to be moved. TMA ARC approved this before GVLA saw it. The issue is that it takes 4-5 times longer to maintain this yard because it is not original planting. The owner must go through the process on the GVLA web site.

NEW BUSINESS

- FLP Contract Issue – tabled to the next Board meeting.

BOARD MEMBER COMMENTS:

- a) Bill Beall – did not like the letter that was read by Judie as it was not addressed to the entire board. However, he missed the last board meeting and was not aware of what occurred.
- b) Mary Buckley – no comments
- c) Donna McGregor – no comments
- d) Dan Powers – demanded an apology from PCM and Judie. Threatened to sue PCM
- e) Andy Russell – no comments
- f) Debbie Tyo – no comments

OWNERS CONCERNS OR COMMENTS (limited to 3 minutes each) - Alex Portyanko's request is mentioned above under 7606 Birds Eye Terrace – Irrigation Changes.

SCHEDULE NEXT MEETING – Thursday, July 18, 2019 – 6:30 PM

ADJOURNMENT – There being no further business to discuss, Bill Beall **motioned**, seconded by Gene Rado, to adjourn the meeting. **The motion passed unanimously**, and the meeting was adjourned at 8:35 PM by President Gene Rado.

Respectfully submitted,

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



“A Leader in Association Management”

June 20, 2019

Daniel Powers
7618 Birds Eye Terrace
Bradenton, FL 34203

Dear Dan,

It has come to management's attention that certain comments were made at previous board meetings about and directed at other board members and members of the Association. It is our job and fiduciary responsibility as a management company to maintain a high degree of ethics amongst board members. It is also board members' responsibility to maintain their fiduciary responsibility and the high ethics put upon them by their position and expected of them by their fellow owners and membership. Consequently, this letter is not to embarrass anyone or to cause any discomfort to a board member, but to remind them of the business responsibility in the running of a multi-million-dollar corporation in which you are, as a board member, an intricate part.

Board members do not always have to agree on an issue, but they do have to agree to be respectful for each other and homeowners present at the meeting no matter what the circumstances. We understand that at times tempers may flare and homeowners, who have a major investment in the property, are not concerned with ego's, personalities, and politics, but that their duly-elected board is working together to make the best educational decision for the betterment of the association and the protection of their own individual investments.

In closing, should personal issues arise, your management company will be happy to sit in to mediate any issues to help the Board work together in harmony.

Respectfully,

William Sutton, CEO
Progressive Community Management, Inc.

WFS:jrl