

**GOLF VILLAS LANDSCAPE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, DECEMBER 19, 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, Donna McGregor, Dan Powers, Andie Russell and Debbie Tyo. Mary Buckley was absent with notice. A quorum was established. Judie Littell, LCAM, represented Progressive Community Management, Inc. (PCM).

PROOF OF NOTICE – The meeting date, time and location was posted on the GVLAs 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 – Debbie Tyo **motioned**, seconded by Bill Beall, to approve the Board of Directors Minutes of the November 20, 2019 board meeting as written. **The motion passed unanimously.**

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

Assets for the month of October		\$105,549	
Assets	Liabilities	Equity	
Checking – Sable Palm Bank	\$ 71,041	Accounts Payable	\$ 0
Assessments Due	6,803	Prepaid Assessments	15,682
Bad Debt Allowance	(6,515)		
Prepaid Insurance	1,448		
Prepaid Expenses	-		
	\$ 72,777	\$ 15,682	\$ 57,095

Total Expenses for Month of November 2019 \$ 59,640

Gene Rado **motioned**, seconded by Donna McGregor, to approve the financial report for November 2019 as presented. **The motion passed unanimously**. Gene thanked Bill for the work he did all year. He explained that the equity's money was taken out for the mulch. This job allowed them to get the mulch.

PRESIDENT'S REPORT – Gene Rado wished everyone a happy holiday. He said the Tara Preserve CDD has arranged a Holiday Town Hall "meet and greet" with our District Five Commissioner, Vanessa Baugh, on **Thursday January 2nd at 7 pm in our Community Center. This is open to Tara Preserve residents only.** Ms. Baugh will update our community on upcoming issues in our county, and specifically in our District. She will also answer questions pertaining to Tara Preserve residents' concerns. This is an excellent opportunity for residents who cannot attend our regularly scheduled CDD meetings to meet your board Supervisors. This is not an official CDD meeting or workshop, so no agenda will be presented, and no motions or decisions will be addressed, and refreshments and non-alcoholic beverages will be served.

OFFICER'S REPORTS

1. Treasurer – Bill Beall – See above
2. Vice President – Andrea Russell – None
3. Secretary – Donna McGregor – One issue is that members call her to get a copy of the request form for ARC. It is now hot linked on the home page of the web site.

COMMITTEE REPORTS

Web Site – Paul McGregor would like to speak to Kristen Raniere on some adjustments to the web site. He would like to have someone take over the website in February. He drafted a job description and has a posting for the home page – GVLA webmaster engineer needed. “The engineer will be responsible to maintain content and design.” Any volunteers should send in their form to Judie. Gene Rado, speaking for the entire Board and PCM, thanked Paul for all his work since the inception for the Association.

COMMITTEES

Vote to Appoint a Committee to Decide Landscape Issues and Create a Resolution to Carry Out their Decisions – Gene Rado explained that we often have to delay repairing or replacing some landscape issues in the community because we need to vote on the expenditures for these issues at a Board meeting. If the issue deals with original landscaping, we are bound by Bylaws and Landscape Declaration to repair or replace. It is not a question of whether the Board would like to do them or not, we must do them.

Instead of this time consuming, and often irritating to the homeowner’s method, Gene proposed we form a Landscape Committee. This Committee would consist of our Vice President (Andie Russell), our Secretary (Donna McGregor) and another Board member (Debbie Tyo) to visit, analyze and then recommend a resolution to the President. We will set a dollar limit on these recommendations. Authority can be placed with the President to authorize the Secretary to communicate the issue to FLP for resolution, providing the dollar amount for the repair or replacement is under the dollar limit set.

Landscape Committee Motion: Gene Rado **motioned**, seconded by Bill Beall, to form a three-member Landscape Committee (Russell, McGregor, Tyo) to look at landscape issues submitted to the GVLA Website and then submit a resolution to the Association President whether to correct the problem. **Discussion:** Gene received approval by the Association’s attorney. When the vote was called, there were 5 yes: Gene Rado, Bill Beall, Donna McGregor, Andie Russell, and Debbie Tyo and 1 no: Dan Powers. **The motion passed.**

Motion to Authorize Association President to Expend Funds for Landscape/Irrigation Issues presented by Landscape Committee: Gene Rado **motioned**, seconded by Andie Russell, to authorize the Association President, upon receipt of a recommendation from the Landscape Committee, to make expenditures not to exceed \$300.00 for the Association’s landscaping and maintenance functions and responsibilities without a vote of the Board of Directors. When the vote was called, there were 5 yes: Gene Rado, Bill Beall, Donna McGregor, Andie Russell, and Debbie Tyo and 1 no: Dan Powers. **The motion passed.**

OLD BUSINESS

1. Continuation of November Member Meeting - Our November 20th Membership Meeting provided the Board with approval to our Bylaws revisions by voting residents. However, our voting residents did not approve or disapprove changes to the voting requirements to the Landscape Declaration. Not enough homeowners voted. The Members Meeting was postponed to be held at a later date. The date is January 23rd at 6:30 pm immediately prior to our regularly scheduled Board Meeting. Agendas and a letter from PCM will be sent to everyone. For those who did not vote the package will contain:
 - Agenda
 - Letter from PCM
 - Letter from the Board
 - Explanation of the requested change in voting for the Landscape Declaration
 - Voting Proxy

1. Payment Plan Update – Bill Beall discussed the aged owner balances as of November 30, 2019. There were 3 people who are getting a friendly reminder, 4 getting past due notices, 1 to remove from the list, and, and 1 existing lien, no activity. There was one who made 2 contract payments of \$200 last month but none for this month; one who made a payment of \$135, but still currently under lien. Dan Powers **motioned**, seconded by Gene Rado, to put a new lien on lot 3-2. **The motion passed unanimously.**

2. Homes for Sale Including “Sale Letters” and “Welcome Letters” – The following are:

	<u>Sale Letter</u>	<u>Agent</u>	<u>Welcome</u>
○ 6327 Wingspan Way	X	X	Sale Pending
○ 6288 Wingspan Way	X	X	No change
○ 7347 Birds Eye Terrace	X	X	No change
○ 6167 Aviary Court	X	N/A	No change
○ 6614 Tailfeather	X	X	No change
○ 6618 Tailfeather (out)	N/A	X	No change
○ 7534 Birds Eye Terrace	X	X	Closing 12/17
○ 6415 Wingspan Way	X	X	Sale Pending
○ 7320 Birds Eye Terrace	X	X	Closed
○ 6440 Wingspan Way	N/A	X	New
○ 7627 Birds Eye Terrace	X	X	New

Summary: 5 No change; 2 Sale Pending; 2 New; 1 Closing 12/17; 1 new owner with Welcome Letter

NEW BUSINESS

Vote to Adjust the Size of the Board in March 2020 - In March we will hold our Annual Meeting. At that meeting the Membership will be asked to elect Board Members. Four Board Members terms will end with that meeting. They are Gene Rado, Bill Beall, Dan Powers and Mary Buckley. Gene would like to make a motion to change the size of the Board from seven members to five. The CDD which is about 5 times our size has 5 members, and TMA which is about 10 times our size has 5 members. Seven is too many for this size community (218 Homes). The change would be effective at our March Annual Meeting. So, while 4 terms will expire only 2 will be replaced.

Motion to Change the Size of the Board: Gene Rado **motioned**, seconded by Andie Russell, to change the size of the Board from seven members to five members effective with the election at the Annual Members Meeting on March 24, 2020. **The motion passed unanimously.**

BOARD MEMBER COMMENTS –

1. Bill Beall – No comment
2. Mary Buckley – Absent
3. Donna McGregor – No comment
4. Dan Powers – No comment
5. Andie Russell – Received numerous comments about how fantastic our community looks. Andie thinks the Board had a wonderful year. She wished everyone Merry Christmas and Happy Chanukah and to enjoy the holidays.
6. Debbie Tyo – No comment

OWNERS CONCERNS OR COMMENTS (limited to 3 minutes each) – It was commented that the minutes and financials from September, October and November needed to be put on the web site. We will get Kristen Raniere to do that.

SCHEDULE NEXT MEETING – Board meeting Thursday, January 23, 2020 at 6:30 PM.

ADJOURNMENT – There being no further business to discuss, Andrea Russell **motioned**, seconded by Debbie Tyo, to adjourn the meeting. **The motion passed unanimously**, and the meeting was adjourned at 7:30 PM by President Gene Rado.

Respectfully submitted,

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