

**WEDGEWOOD GROVE HOA                      (NONAPPROVED)**  
**BOARD OF DIRECTORS' MEETING**  
**FEBRUARY 16, 2016 – 7:00 PM**  
**POOL**  
**3750 HOLSTON WAY**  
**ORLANDO FLORIDA 32812**

**CALL TO ORDER / CERTIFY QUORUM**

The meeting was called to order at 7:01 p.m. by President Chris Spurlin. Board members present were Chris Spurlin, Ben Amato, Mary Crane, Tina McFerren, Joe Knous and Joanne Crossland. Josh Walker was absent. Sandy Rathbun, CAM, represented Sentry Management. There was 5 Homeowners in attendance.

**PROOF OF DUE NOTICE**

Notice of the meeting was posted in accordance with the governing documents.

**DISPOSAL OF UNAPPROVED MINUTES**

The January 19, 2016 minutes were discussed. Mary requested the discussion regarding the OCU bill be reflected in the minutes and also a statement about the squatter situation be reflected. The Board unanimously agreed. Mary moved to approve the January, 2016 minutes reflecting the above additions. Tina seconded the motion. Motion carried unanimously.

After a lengthy discussion regarding the November 17, 2015 minutes, Joanne moved to approve the minutes. Tina seconded the motion. Motion carried with 4 'yes' votes and 1'no' vote. The Board agreed for clarification to all members of the Association to note on the Wedgewood Website the terms for the Directors were 1, 2 or 3, year terms. The election of officer positions from the Directors is a one year term.

**PRESIDENT'S NOTES**

1. Code of Conduct-Chris discussed the fact that as the President of the Board of Directors, he will be using Roberts Rules of Order and will keep the meetings on track according to the agenda. He informed the Board he would recognize each person wanting to speak and they would have the opportunity to speak.
2. Management Contract-Chris discussed the management contract. He informed all Board members that as the President, he is the point of contact for the manager, who takes direction from him. He re-iterated if they had an issue, or something they felt should be done, to address the issue with him, and he would direct management.

Mary Crane asked to speak and stated as the Secretary, she is requesting all names, addresses, e-mails, and phone numbers of all the owners, the corporate seal and all other pertinent records. Two of the Board members stated they had completed the Board Certification class, and unless there was a written consent from the owner, phone numbers and e-mails should not be give out. After further discussion, Mary informed the Board of Directors she would remain on the Board as a Director, but was resigning as the Secretary. Her resignation was accepted as presented.

## **MANAGER'S REPORT**

Sandy reviewed the manager's report. She informed the Board of Directors the owner of 2412 Donaldson had paid past due assessments in full. The tenant nor owner have requested a pool fab key.

2836 Waymeyer Dr. requested a payment plan for past due assessments. He owes a total of \$824.23 and this does include intent to lien and lien fees, Tina moved to accept the payment plan offered of \$207.00 for 4 months with the 5<sup>th</sup> month being for August payment. Joe seconded the motion. Motion carried with 4 'yes' votes and 1 'no' vote.

The Board of Directors wants management to verify a lien has been placed for past due assessments.

Management informed the Board of Directors the squatter issue appears to be resolved as the squatters have moved out.

## **TREASURER'S REPORT**

Ben Amato reviewed the January financials. He discussed the 2015 OUC bill which was paid in January 2016. He would like a footnote on the February financials indicating the amount paid for the August 2015-December 2015 be reflected with the exact amount so there is no confusion regarding the 2016 budget line items. Management will discuss with the GL Department.

The treasurer's report was accepted as presented.

## **UNFINISHED BUSINESS**

Violations were discussed. Management asked the Board of Directors to review the property notebook. 2636 Donaldson, 2412 Donaldson, 2524 Conaldson, and 3752 Donaldson were sent to the attorney for curative action. 2511 and 2512 Waymeyer contacted management prior to management sending to the attorney informing her their violations were being addressed, but they had roofing leaks to be fixed prior to pressure washing.

The fining committee was discussed. Tina moved to implement the fining committee and felt the candidates should be interviewed by The Board of Directors prior to appointing them to the fining committee. The Board has received 3 names to be a part of this committee. They are as follows: Carolyn Gardner, Bonnie Lewis, and Tim Baumbach. Mary seconded the motion. Discussion: The Board of Directors unanimously decided the 3 candidates will be interviewed and informed what their responsibilities would be prior to starting the committee. The Board will contact the 3 volunteers and set up the interview. The motion carried unanimously.

Management discussed the limited proxy provided by Karen Wonsetler's office for the proposed amendment change. This will go to all Homeowners at least 3 weeks prior to the March meeting. Management will send a cover letter the owners when the proxy is sent. The meeting will be March 15, 2016 at 7:00PM.

The newsletter is completed and will be going to the Homeowners by February 22, 2016.

The signage was tabled until the March meeting as none of the committee was present.

The Board of Directors reviewed the proposals for the pressure washing and painting the wall and the PVC fence. After a lengthy discussion, the Board suggested to only get the PVC fence pressure washed at this time. The Board asked management to get a proposal of only the PVC fence from Pressure Kings of Central Florida as H&R Propainters and A Orange Exterior Building Service had submitted a proposal. Chris moved to have management accept the proposal for pressure cleaning the PVC fence that was \$360.00 or less, whichever met those criteria. Joanne seconded the motion. Motion carried unanimously.

## **NEW BUSINESS**

Wendy Hart, Chairman of the Fence committee spoke to the Board of Directors. She informed them the committee has had 3 meetings thus far and plan to present a proposal to the Board of Directors at the March meeting.

3379 Holston Way-An ARC was submitted to remove Palm Trees. Joanne moved to allow the palm trees to be removed. Tina seconded the motion. Motion carried unanimously.

3733 Brandy-The Board would like management to send the management company, Don Asher a letter informing him the tree that has damaged the fence in the back yard is not an Association problem and is between the two owners. If the owners are not sure, they may need to get a survey.

### **COMMENTS & CONCERNS**

The Board would like the ARC reports to be included in the Board packets.

The secretary position is vacant. The Board of Directors unanimously voted to have an organizational meeting on March 15, 2016 to begin at 6:45PM prior to the Board of Directors Meeting/Special Members meeting which begins at 7:00PM.

A discussion was had to Josh Walker's Board position. He has missed 4 consecutive meetings. Joanne moved to table removing him from the Board of Directors until the organizational meeting to be held in March. Ben seconded the motion. There were 4 'yes' votes and 1 'no' vote. Motion carried.

One homeowner spoke. He asked about posting the minutes on the web site, landscaping, and specifically discussed the Grant Street entrance. The Board informed him when the signs are addressed, the landscaping will be taken care of.

The Homeowner from 2524 asked to address the Board of Directors regarding the letter she received from the attorney for violations. She informed the Board she needed direction and has not gotten a response from management. Management gave the owner a card and asked the Homeowner to e-mail her with any questions she may have.

### **ADJOURNMENT**

Being no further business, the meeting was adjourned at 9:30PM.

Respectfully,  
Sandy Rathbun, CAM