

MINUTES OF BOARD OF DIRECTORS' MEETING
for
COLONY OAKS HOMEOWNERS ASSOCIATION

The meeting of the Board of Directors was called to order at 8:30 p.m., on Monday, February 27, 2017 at Colony Oaks, 5203 Bayshore - Unit 12.

| | <u>Present</u> | <u>Absent</u> |
|-------------------------------|----------------|---------------|
| Rita Szymanski, President | x | |
| Michael Latimer, V. President | x | |
| Joy Tapper, Secretary | x | |
| Ben Carotenuto, Treasurer | x | |
| Gene Bouscal, Director | x | |
| John Hassell, Director | x | |
| Lora Hulse, Director | x | |

Others in Attendance at the Meeting:

Unit Representatives:

Unit 02 - Deb Moran
Unit 03 - Susan Wonder
Unit 04 - John Hester
Unit 06 - Ann Goldman
Unit 10 - Kathleen Anders
Unit 38 - Nancy Thompson

Ameri-Tech Management Company
Property Manager - J.C. Eckstein

In accordance with the Colony Oaks Homeowners Association By-Laws, all HOA members were noticed of this Regular Monthly Meeting of the Board of Directors via e-mail that was sent on Friday, February 24, 2017 (48 hours prior to the convening of the meeting). The e-mail contained the date, time, place and agenda for the meeting.

A quorum of the Board was declared to be present.

Owners - Questions and Items of Concerns

- Unit 02 (Deb Moran) - wanted to know what the dome is under the second floor balcony in the front. It is a strobe light that could be connected to an alarm system. All units have this.
- Unit 03 (Susan Wonder) - wanted the sprinkler heads in her courtyard cut down.

- Unit 04 (John Hester) - asked if it was too late for paint touchups. He was told that it was.
- Unit 10 (Kathleen Anders) - wanted to know if we had future plans to check the property on a regular basis for rotted wood. This will be addressed at a future meeting.
- Unit 38 (Nancy Thompson) - wanted to know if she can repaint her front door. She can and can use the touch up kit when they are distributed.

Review of Previous Minutes

- Meeting Minutes will be approved at the next regular Board Meeting._

Financial Report

- Condominium Associates did not forward the monthly Financials to Ameri-Tech, so there were no financial reports. They have 30 days to have the information to Ameri-Tech. The 30 days will be up on Friday.
- Ben suggested that we file a complaint against Condominium Associates after we receive the money due us so we can protect our credit.

Action Items

There were none from the previous meeting

J.C. explained the standard policies regarding requests for records. Per our Board documents the request must be made in writing. J.C. explained this at length and pointed out the Florida statute is 720.303.

There will be board training for Board Members which is required by law. This will be paid for by Ameri-Tech. J.C. will get some suggested dates to us.

J.C. did a walk through of the property and noticed violations. He is going to send a generic letter to the homeowners explaining what the standards are. He will then follow up with specific violation letters, if the property is not up to standard.

Projects

Paint Project

- Finished. The warranty and paint touch-up kits will be given to each owner.

Revision of HOA Documents

- There have been 3 town hall meetings. An additional meeting will be scheduled for March 25 from 10 am to Noon. There have been 2 major issues of concern (1) leasing and (2) roof responsibility.

Rain Gutter Project - Units 01 to 09

- John Hester reported that the rain gutter project at Units 01 to 09 is complete and appears to be functioning well. He is looking for splash pads for their units.
- J.C. will call the city code enforcement about the rotting and falling down fence along Russell Street that belongs to Bayshore Landings.
- J.C. will also look into the drainage from the new house on Ballast Point and will check with the city regarding meeting about the storm water management and flooding at 5220 Russell.

HOA Repairs to Property

- None

Old Business

- JC will contact Mark at Green Acres re prioritizing the remaining items on our original proposal of work that needs to be done.
- The city is going after the owner of the property behind unit 8 to remove the oak tree.
- Joy moved to fix the irrigation needed in the courtyard for the new plantings not to exceed \$800. Ben seconded the motion. The motion passes unanimously.

New Business

J.C. will get 3 bids for rain gutter covers and have someone analyze each buildings needs.

Rita asked J.C. to work with Dietrich Landscaping (Chris) to find a landscape architect to devise a master landscaping plan. This would provide homeowners the option of paying to have the fingers in front of their unit replanted according to a master plan.

J.C. had a final invoice from Condominium Associates and Rita approved payment.

There being no further business, Michael moved and Joy seconded that the meeting be adjourned at 8:11p.m.

Respectfully submitted,

Joy Tapper

Joy Tapper, Secretary

The next regularly scheduled Board Meeting is Monday, March 27, 2017 at 6:30 pm in Unit 12.

APPROVED