

Waterleaf HOA

12234 Waterleaf Boulevard
Jacksonville, FL. 32225

BOARD MEETING MINUTES

Date: Thursday, May 11, 2017

Time: 6:00 pm

Location: Waterleaf Elementary

Director's Present:

President – Mike Lee
Treasurer – Ruth Johnson
Secretary- Senh Kelley

Others Present:

Regional Manager- Alan Ramsay
Property Manager – Elle Newbold-Semenov
District Manager – Daniel Cobreiro

Meeting Minutes

I. Call to Order and Establish Quorum

Meeting was called to order at 6:00 p.m. and Quorum was established with 3 directors present in person.

II. Proof of Notice

Notice was posted 48 hours in advance at the entrance of the community and on the Facebook page.

III. Approval of 2 Previous Board Meeting Minutes

Motion: To approve March and April meeting minutes.

Motion Made: Ruth Johnson, Treasurer

Motion Seconded: Senh Kelley, Secretary

All in favor: Motion passes.

IV. Reports

E. Newbold-Semenov presented manager's report on budget, delinquent accounts, violations and vendor concerns. CAM discussed delinquency decrease by 38 homes. Additionally, she sent 20 violations for the month with 33 repeat offenders pending approval of the revised fine matrix. Board discussed concerns with Gjon's Expert Landscaping and the service being provided. Board expressed concern on the number of weeds, the overgrown trails, reports of the landscapers mowing over paper. Waste Management container decreased May 1st from 6- to 4-yard container. CAM presented discovery on paint violations in community. The board made several motions.

Motion: Obtain bids on re-sodding amenity center and entrance area.

Motion Made: Mike Lee, President
Motion Seconded: Ruth Johnson, Treasurer
All in favor: Motion passes.

Motion: Obtain bids on landscaping contract.
Motion Made: Ruth Johnson, Treasurer
Motion Seconded: Senh Kelley, Secretary
2 in favor, Mike Lee opposed. Motion passes

V. Old Business

The following motions were made.

Motion: To approve ARB guideline as revised, including Florida statue on flags written out.

Motion Made: Mike Lee, President
Motion Seconded: Senh Kelley, Secretary
All in favor: Motion passes.

Motion: To approve collection policy.
Motion Made: Ruth Johnson, Treasurer
Motion Seconded: Mike Lee, President
All in favor: Motion passes.

VI. New Business

CAM introduced the items on the new business schedule. The board agreed to move JEA payments to auto-pay. The board asked for volunteers to join the board. Justine Wadyko volunteered. The following motion was made.

Motion: Appoint Justine Wadyko to the board of directors.

Motion Made: Ruth Johnson, Treasurer
Motion Seconded: Mike Lee, President
All in favor: Motion passes.

- Board restructured to reflect. President: Mike Lee; Vice President: Senh Kelley; Treasurer: Ruth Johnson; Secretary: Justine Wadyko.
- Board asked CAM to research vending machine pricing.

VII. Adjournment

Motion to adjourn the Meeting: by Mike Lee, President
Motion Seconded: Sehn Kelley, Vice President
All in favor: Motion passes.

Meeting adjourned at 7:53 p.m.

Minutes Drafted by:
Elle Newbold-Semenov, L-CAM

Property Manager
Respectfully submitted to the Board of Directors