
Waterleaf HOA

12234 Waterleaf Boulevard
Jacksonville, FL. 32225

BOARD MEETING MINUTES

Date: Thursday, July 13, 2017

Time: 6:00 pm

Location: Waterleaf Amenity Center

Directors Present:

Vice President – Senh Kelly
Treasurer – Ruth Johnson
Secretary- Justine Wadyko

Others Present:

Property Manager – Elle Newbold-Semenov
District Manager – Daniel Cobreiro

Meeting Minutes

I. Call to Order and Establish Quorum

Meeting was called to order at 6:03 p.m. and Quorum was established with 3 directors present in person.

II. Proof of Notice

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

III. Approval of Previous Board Meeting Minutes

Motion: To approve June meeting minutes.

Motion Made: Justine Wadyko, Secretary

Motion Seconded: Ruth Johnson, 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 number of 260 homes. 171 were first time late payments that will receive a past due notice. 13 are with LM. 46 are with Alliance with payments expected to be received. CAM recommended 21 homeowners be sent to Alliance. 9 are small balance payments.

(1) Delinquent homeowner with LM requested access to amenity center. Board declined. Board requested CAM prepare a list of 90 day+ delinquent homeowners for a "right-suspension" list.

CAM sent 58 violations since last meeting.

The following motions were made:

Motion: Increase fine for boat/trailer parking to \$100 per occurrence.

Motion Made: Justine Wadyko, Secretary

Motion Seconded: Ruth Johnson, Secretary

All in favor: Motion passes.

Motion: Send time sensitive violations via certified mail.

Motion Made: Justine Wadyko, Secretary

Motion Seconded: Ruth Johnson, Secretary

All in favor: Motion passes.

V. Old Business

N/A

VI. New Business

CAM introduced the items on the new business schedule. Board reviewed submitted landscaping contracts and requested a resubmission removing pest control portion. CAM discussed repositioning an amenity center camera to monitor dumpster and track illegal dumping. CAM introduced new ACD candidate's new-hire status. CAM discussed negotiated collection fees with Alliance. CAM reduced initial fee from \$150 to \$80 and subsequent "call center fee to \$80. DM discussed potential roof cleaning partnership. The following motion was made:

Motion: Reactivate Neighborhood Watch committee with Vida McCollough as chairperson.

Motion Made: Ruth Johnson, Treasurer

Motion Seconded: Justine Wadyko, Secretary

All in favor: Motion passes.

Motion: Commission "keep off rail" sign.

Motion Made: Ruth Johnson, Treasurer

Motion Seconded: Justine Wadyko, Secretary

All in favor: Motion passes.

- Board asked CAM to:
 - **Independently bid pest control.**
 - **Discuss a credit with Gjon.**
 - **Stretch new basketball net.**

Adjournment

Motion to adjourn the Meeting: by Ruth Johnson, Treasurer

Motion Seconded: Justine Wadyko, President

All in favor: Motion passes.

Meeting adjourned at 7:46 p.m.

Minutes Drafted by:
Elle Newbold-Semenov, L-CAM
Property Manager
Respectfully submitted to the Board of Directors