
Waterleaf HOA

12234 Waterleaf Boulevard
Jacksonville, FL. 32225

BOARD MEETING MINUTES

Date: Thursday, November 16th, 2017

Time: 6:00 pm

Location: Waterleaf Elementary School

Directors Present:

President- Michael Lee
Vice President – Senh Kelly
Treasurer – Ruth Johnson
Secretary- Justine Wadyko
Director- Susan Peters

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 6:18 p.m. and Quorum was established with all 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 September meeting minutes.

Motion Made: Ruth Johnson, Treasurer

Motion Seconded: Sehn Kelley, Vice President

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 139 homes down 51 from last month. 12 are with LM Funding, 79 with Alliance. The remaining 48 were small balances under \$100 due to non-payment, late fees and interest.

CAM sent 234 violations since last meeting. Completed walkthrough with Mark (Yellowstone) and Ruth. There are 3 pallets remaining to be installed. Areas to be addressed are near handicap access ramp, near parking lot light pole, the right of way near playground

and area at corner of playground. Yellowstone to complete landscaping overlay for area near bike rack and playground entrance.

V. Old Business

N/A

VI. New Business

CAM introduced the items on the new business schedule. The following motions were made:

Motion: Institute fine reduction to \$5 as opposed to waiver.

Motion Made: Mike Lee, President

Motion Seconded: Justine Wadyko, Secretary

All in favor: Motion passes.

Motion: Social committee will hold “Meet Santa” event December 9th.

Motion Made: Mike Lee, President

Motion Seconded: Ruth Johnson, Treasurer

All in favor: Motion passes.

Motion: Move to give waive \$3.83 in interest from all ledgers where that is the only amount owed.

Motion Made: Justine Wadyko, Secretary

Motion Seconded: Ruth Johnson, Treasurer

All in favor: Motion passes.

Notes:

- Susan will solicit bids for flagpole
- Leah Wood will be new Enhancement committee chair
- Committee will meet to streamline procedures - then meet with Elle to advise her of changes.
- There are 2 new Standards Committee members
- Board needs to schedule a work session to:
 1. Address security needs for 2018 Budget
 2. Address the list of foreclosures to be sent to Alliance
 3. Address issue of the minimum fines
 4. Address issue of amending governing documents to require BOD members to be owners

Adjournment

Motion to adjourn the Meeting: by Mike Lee, President

Motion Seconded: Ruth Johnson, Treasurer

All in favor: Motion passes.

Meeting adjourned at 7:55 p.m.

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