



ANNUAL MEETING OF THE MEMBERSHIP MINUTES March 3, 2016

DRAFT

CALL TO ORDER: The Board of Directors meeting was called to order at 10:00am by Michelle Thibeault. Michelle chaired the meeting.

QUORUM: A quorum of 23 by present and proxy was established. Board Members present were John Martinson, Jef Friton and Alan Edwards. Also present were Michelle Thibeault and Nicole Banks for Sunstate Association Management Group, Inc.

NOTICE: Notice for the meeting was mailed and posted in accordance with the bylaws of the Association and the requirements of Florida Statute 718.

MINUTES: **MOTION** made by Jef Friton, seconded by Larry Krause to waive the reading and approve the minutes from the 2015 Annual Membership meeting on March 3, 2015. **Motion passed unanimously.**

PRESIDENTS REPORT:

- John gave the report.
- The Board met in 2015 regarding the Reserves, particularly the roofs and sidewalks. The Reserve Schedule was adjusted accordingly.
- Note, dryer vents were cleaned in 2015. This is scheduled to be done every 3rd year.
- 2016, the buildings will be painted. Tentatively scheduled for May.
- The Board is working with an arborist to clean out the areas at the end of building 25 and near the cart path near 22.
- The parking spaces will be re-coating soon.
- The 1st Annual Pool party was a success!

TREASURERS REPORT:

- Jef Friton reported from the December 2015 Financial Statements.
- Sidewalk repair project is planned for 2016. This will be done after the painting.
- Jef reviewed and explained the proxy vote regarding the reserve fund accounts, moving the funds from Railing, Alum, Stairwells and Screen Enclosures to Capital Improvements Reserve line item.
- ADT Fire Panels are being replaced at 5330 and 5340. This will be paid out of the Capital Improvements Reserve account.
- The accounts, operating, reserve and CD accounts are doing well.

OWNER COMMENTS:

- Will the stairs be painted? Yes, at the same time as the buildings are painted.
- Will the back lanais be painted? There is an additional charge to any owner who would like to have that done.
- The plastic drains in the sidewalk are damaged. The plan is to eliminate them entirely.
- The Board confirmed that the windows, aluminum enclosures, railings and screens are the owner's responsibility.
- The painting includes the front door, building, stairs, front lanai, and the light poles.
- What on the garages be painted? The doors? The wooden areas? The Board will take a look.
- Owners would like to be sure spare paint is available.
- Smoking is causing issues. Dave would like to see "banning of smoking in condos". This issue needs to be further discussed. Sunstate will work on this with the Board. This would require a membership vote.
- Grilling is not permitted on the lanais. This is a county fire regulation.
- Nicole will send a notice regarding smoking, quoting the Nuisance document and mention the trash disposal.

- The cleaners do not clean inside the lanai. John read the cleaners job description was read aloud.
- The upstairs units that are screened in see a great difference.
- The Board will take a look at landscaping trimming, plant choice and maintenance.

Board of Directors:

With one seat available, and on candidate intent received, Pete Hill joins the Board of Directors.

Motion to adjourn made by John, seconded by Nancy at 11am.

Submitted by: Nicole Banks, CAM
for The Board of Directors of Veranda VII at Heritage Oaks COA



ORGANIZATIONAL BOARD OF DIRECTORS MEETING MINUTES

March 3, 2016

APPROVED

CALL TO ORDER: The Board of Directors meeting was called to order at 11:15am by John Martinson.

A quorum was established. Board Members present were John Martinson, Jef Friton and Alan Edwards. Also present was Nicole Banks for Sunstate Association Management Group, Inc.

NOTICE: Notice for the meeting was mailed and posted in accordance with the bylaws of the Association and the requirements of Florida Statute 718.

APPOINTMENT OF OFFICERS:

Alan made a motion to nominate John Martinson as President, seconded by Jef.

Alan made a motion to nominate Jef Friton as Treasurer, seconded by John.

Jef made a motion to nominate Alan Edwards as Vice President, seconded by John.

The officer positions will be as follows:

John Martinson, President 1 year term

Jef Friton, Treasurer 1 year term

Alan Edwards, Director 1 year term

Pete Hill, Vice President 2 year term

NEW BUSINESS:

- Alan made a motion, seconded by Jef to waive the late fees for unit #2216 under the hardship consideration as this owner has recently passed away. MOTION passed unanimously.

ADJOURNMENT:

Motion made by Alan, seconded by John to adjourn the meeting at 11:18am.

Submitted by:

Nicole Banks, CAM

For the Board of Directors of Veranda VII at Heritage Oaks COA