

VERANDA VII AT HERITAGE OAKS ASSOCIATION

Board of Directors Meeting Minutes

Thursday, July 21st at 9:00am

At Sunstate Management Sarasota Office, 5602 Marquesas Circle #102

APPROVED

CALL TO ORDER: The Board of Directors meeting was called to order at 9:10am by John Martinson. A quorum was established. Board Members present were John Martinson, Jef Friton and Pete Hill. Also present was Nicole Banks for Sunstate Association Management Group, Inc. ,

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

MINUTES: **Motion** made by Jef, seconded by John to waive the reading of the April 28, 2016 minutes and approve as presented. **Motion passed unanimously.**

PRESIDENTS REPORT:

- John reported that the painting job has been successfully completed.
- The 15 minor sidewalk repair areas have been repaired. The technique used was called feathering.
- Nicole to contact Jim of Siesta Key Painting for a gallon of touch up paint to have on site.
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TREASURERS REPORT:

- Jef reported from the June 30, 2016 financial statements.

UNFINISHED BUSINESS:

- As a reminder, owners must turn off their water when the unit is unoccupied.
- Nicole will get a quote for replacing all the water valve handles and to add labels.
- Nicole to check the light posts and see if the bars can be replaced or plugged.
- Landscape Clean up- the area near building 25 still needs to be completed. M&E will grind the stumps and rake the area.
- Mario's Cleaning to provide a schedule of service dates each month. John noted that the stairwells have not been swept in July. The Board requests that the cleaners continue to brush off the lanai enclosure frame from the outside to clean off the ledges on the building.

NEW BUSINESS:

- The Board will create a project list for the second half of this year.

Projects to include:

- Clean up at building 5350
- Replace the two dead palms that have been removed.
- Walk property and decide on sod vs. mulch areas.
- Contact Tom to ensure the entire sprinkler system is working. An electrician may be needed.
- Clean up at building 5320 and 5330.
- Shut off valve handles to be replaced
- Bid to bury pipes for drainage
- Mulch
- Bid for Seagrass and shell replacement.
- Box lights shining on feature tree- perhaps remove the lighting completely. John to ask ARC if the lights are required.

NEXT MEETING: The next meeting TBD.

Adjournment: With no further business to discuss, the meeting was adjourned at 10:35am by John Martinson.

Respectfully submitted,
Nicole Banks

Sunstate Association Management Group, Inc.

For the Board of Directors at Veranda VII at Heritage Oaks Association, Inc.