

VERANDA VII AT HERITAGE OAKS ASSOCIATION

Organizational Meeting Minutes

Tuesday, April 17, 2018 at 10:30am

At Heritage Oaks Country Club, Oaks Room

CALL TO ORDER: The Board of Directors meeting was called to order at 9:01am by John Martinson. A quorum was established. Board Members present were John Martinson, Ralph Fierle and Pete Hill. Also present were Nicole Banks and Kim Barrett 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.

FINANCIAL REPORT:

- Ralph reported from the March 31, 2018 financials as presented.
- **MOTION** made by Ralph, seconded by John to close the Cadence Bank account ending in 9198 and deposit the remaining balance of \$132.36 in to the Centennial Operating account ending 6235. Motion passed unanimously.

OWNERS COMMENTS: None.

UNFINISHED BUSINESS:

- Fire Alarm/Extinguisher Checks
 - Annual inspections are due in September to recharge and replace extinguishers.
 - Gulf Coast Fire and Safety will be on property within the next 2 weeks to resolve the issues noted by the insurance company.
- Garbage Refurbish Project
 - Pete would like any extra slats from the project to keep on hand in case one gets damaged or needs to be replaced. Jonathan Glucker has 5 left over from the project and will give them to Pete.
- Roof Project Update
 - Tentative start date is June.
 - Sunstate will be on property weekly and Singleton has agreed to send weekly updates and a project schedule.
 - Sunstate will take photos of the landscaping prior to the project beginning.
- Sidewalk Identification
 - Pete marked 82 concrete slabs that have damage prior to the start of the roof project.

NEW BUSINESS:

- Election of Officers
 - **MOTION** made by Ralph, seconded by John Martinson to appoint the Officers as follows: President- John Martinson, Vice President- Pete Hill, and Treasurer- Ralph Fierle. Motion passed unanimously. **Each Director serves for a 2- year term. Therefore, John Martinson's and Ralph Fierle's terms expire in 2019 and Pete Hill's term expires in 2020.**
- Tree Trimming
 - Will be scheduled prior to the roof project.
 - Sunstate will get bids for the tree trimming and removal of the pine trees by the pool and 2 pigmy palms that appear to be diseased or dying.
- Unit 2423 Gutter
 - There is a leak in the gutter above the entryway. A 30ft ladder is needed for the job. Sunstate is getting bids for the repair.
- Unit 2511 Hibiscus

- Pete spoke with the unit owners regarding the dying hibiscus plants in front of the lanai. The issue will be addressed after the Board decides on a new landscaping contract.
- The Board also discussed the idea of a tree replacement program and will re-evaluate in the fall.
- Landscaping Bids
 - The Board discussed the landscaping proposals from Romans, LMP, and Oakely. **MOTION** made by Pete, seconded by Ralph to accept the proposed landscaping contract from LMP with a start date of June 1, 2018. Motion carried with 2 yes votes and 1 abstain.
 - Management will schedule a meeting with LMP to review and discuss the contract further.
- Unit 2224 ARC
 - **MOTION** made by Ralph, seconded by John to approve the ARC submitted by Unit 2224 to install tile floors with a ¼' cork underneath. Motion passed unanimously.

NEXT MEETING: TBD

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

Respectfully submitted,
Kim Delaney/ LCAM

Sunstate Association Management Group, Inc.

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