

**VERANDA VII AT HERITAGE OAKS ASSOCIATION**

**Organizational Meeting Minutes**

Thursday, March 7, 2019 Immediately Following the Annual Meeting  
At Heritage Oaks Country Club, Heritage Room

**CALL TO ORDER:** The Board of Directors Organizational meeting was called to order at 12:04pm by Kim Delaney from Sunstate Management.

**DETERMINATION OF A QUORUM:** A quorum was established with Pete Hill, Ralph Fierle and Lenore Karo present. Also present was Kim Delaney of Sunstate Management.

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

**APPROVAL OF MINUTES: MOTION** made by Pete Hill, seconded by Ralph Fierle to approve the Board of Directors Budget Meeting minutes from November 8, 2018. Motion passed unanimously.

**APPOINTMENT OF OFFICERS:**

- **MOTION** made by Ralph Fierle, seconded by Lenore Karo to appoint Pete Hill as President. Motion passed unanimously.
- **MOTION** made by Pete Hill, seconded by Lenore Karo to appoint Ralph Fierle as Vice President. Motion passed unanimously.
- **MOTION** made by Ralph Fierle, seconded by Pete Hill to appoint Lenore Karo as Treasurer/ Secretary. Motion passed unanimously.

**UNFINISHED BUSINESS:**

- The Board reviewed and discussed the 2019 project list.

**NEW BUSINESS:**

- The Board discussed the Association's collection policy.
  - Assessments are due the 1<sup>st</sup> of the quarter.
  - A late fee of \$25 will be applied on the first day of the second month of the quarter.
  - Interest will be applied to the account monthly, at a rate of 18% per year, commencing on the first day of the second month.
  - After 90 days past due, a delinquent account will be turned over to an attorney for collection and application of a lien against the property.
  - The property owner will be responsible for all legal and collection costs.
  - The Board of Directors may waive late fees and interest at their discretion.
  - **MOTION** made by Ralph Fierle, seconded by Pete Hill to adopt the Association's collection policy as presented. Motion passed unanimously.
- Discussed tree options for the dying palms at entrance at 5340.

**NEXT MEETING: TBD**

**ADJOURNMENT:** With no further business to discuss, Pete Hill adjourned the meeting at 12:47pm.

Respectfully submitted,  
Kim Delaney/ LCAM

**Sunstate Association Management Group, Inc.**

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