

VERANDA VII AT HERITAGE OAKS ASSOCIATION

Board of Directors Meeting Minutes

Thursday, July 18, 2019 at 12:30pm

Veranda VII 5320 Hyland Hills Unit 2213

CALL TO ORDER: The Board of Directors meeting was called to order at 12:32pm by President Pete Hill.

DETERMINATION OF A QUORUM: A quorum was established with President Pete Hill, Vice President Ralph Fierle (by phone) and Treasurer/Secretary Lenore Karo present. Also present was Michelle Thibeault and Christine Wofford 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.

CALENDAR REVIEW: The Board reviewed the Annual Calendar.

- Discussed that the Calendar will need to be reviewed to ensure that the new Property Manager is able to attend the meetings as set out. Will come back next meeting with any needed adjustments
- The Board decided to have the keys checked in all units for the upcoming sprinkler tests.

CHECKLIST REVIEW:

- The Board reviewed and discussed the current checklist.

HOMEOWNER COMMENTS: None present.

NEXT MEETING: Thursday, August 15, 2019 at 10:30am- Conference Call

ADJOURNMENT: With no further business to discuss, Pete Hill adjourned the meeting at 1:30pm.

Respectfully submitted,
Christine Wofford / LCAM

Sunstate Association Management Group, Inc.

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