

VERANDA VII AT HERITAGE OAKS ASSOCIATION

Board of Directors Meeting Minutes

Thursday, October 17, 2019 at 10:30am

Veranda VII 5350 Hyland Hills Unit 2515

CALL TO ORDER: The Board of Directors meeting was called to order at 10:33am by President Pete Hill.

DETERMINATION OF A QUORUM: A quorum was established with President Pete Hill present and Vice President Ralph Fierle via conference line. Also present was 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.

APPROVAL OF MINUTES: MOTION made by Pete Hill, seconded by Ralph Fierle to waive the reading and approve the September 19, 2019 BOD Meeting. Motion passed unanimously.

Insurance: Dave McMahon was present and presented information regarding 2020 projections and discussed the range in the market. See insurance budget.

Financials: Discussion took place. See attached September financials. Motion made by Ralph Fierle and seconded by Pete Hill to accept. Motion passed unanimously. Board discussed the draft 2020 budget at \$745 / quarter.

CHECKLIST REVIEW:

- Discussion was made by the Board regarding the 7 unit owners that still do not have a key on file. **Motion** was made by Pete Hill and seconded by Ralph Fierle to send out individual letters to the owners identifying them directly being outstanding with this requirement. Motion passed unanimously.
- Discussion was made by Pete Hill regarding having the mulch removed from the beds. **Motion** was made by Pete Hill and seconded by Ralph Fierle not to exceed \$1,700.00 to have mulch removed from the beds by Odeh Home Improvements. Motion passed unanimously.
- Discussion was made in reference to the installation of Mulch and shells. **Motion** made by Pete Hill and seconded by Ralph Fierle to move forward with LMP proposal of \$3,570.50 for mulch and \$660 for shells. Motion passed unanimously.
- Discussion was made in reference to the Welcome Packet and leases. **Motion** made by Pete Hill and seconded by Ralph Fierle to send out an email blast to Veranda requiring a copy of all rental agreement be sent to the Management company.

HOMEOWNER COMMENTS: None present.

NEXT MEETING: Thursday, November 21, 2019 at 10:30am - Conference Call

ADJOURNMENT: With no further business to discuss, Pete Hill adjourned the meeting at 11:37am.

Respectfully submitted,
Christine Wofford/ LCAM

Sunstate Association Management Group, Inc.

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