

VERANDA VII AT HERITAGE OAKS ASSOCIATION

Board of Directors Meeting Minutes

Thursday, September 17, 2020 at 10:30am

Zoom Conference Line

CALL TO ORDER: The Board of Directors meeting was called to order at 10:36am by President Pete Hill.

DETERMINATION OF A QUORUM: A quorum was established with President Pete Hill, Vice President Ralph Fierle, and Lenore Karo Treasurer/Secretary present via Zoom. Also present via Zoom was Christine Wofford of Sunstate Management.

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

APPROVAL OF MINUTES: **MOTION** made by Ralph Fierle, seconded by Lenore Karo to approve the April 21, 2020 Board of Directors Meeting Minutes. Motion passed unanimously.

President Report: Pete Hill referenced the adjustment of cleaning companies from Mario Handyman Services to Lopez Cleaning at the same price. Pete Hill also provided references from the other veranda that use Lopez Cleaning.

Financials:

- Discussion was had regarding July Financials **Motion** made by Pete to accept the March financials with the adjustment that the tree removal invoices from LMP & Monster be deducted from Capital Improvements and seconded by Ralph Fierle. Motion passed unanimously.

CHECKLIST REVIEW:

- **Gutter Quote** – Request quotes from Odeh Home Improvements and Lopez Cleaning.
- **Sprinkler and Monitoring Company-** To schedule Annual interior inspection along with annual extinguisher inspections. Pete Hill referenced a Sunstate Rep to walk during interior inspection scheduling Mid October.
- **Mulch-** Pete Hill referenced LMP completing mulch by first week of November.
- **Palm Trimming-** Motion made by Ralph Fierle and seconded by Lenore Karo to move forward with trimming the palms first week of October in the amount of \$2,395. Motion passed unanimously.
- **Budget Workshop-** Pete Hill, Ralph Fierle, and Lenore Karo confirmed scheduling date for Budget workshop October 8th @ 10:30am via Zoom.
- **Homeowner's List-** Pete Hill to request Christine to update homeowners list.

HOMEOWNER COMMENTS:

NEXT MEETING: November 19, 2020

ADJOURNMENT: With no further business to discuss, Pete Hill adjourned the meeting at 11:06am.

Respectfully submitted,
Christine Wofford/ LCAM

Sunstate Association Management Group, Inc.

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