

**VERANDA VII AT HERITAGE OAKS ASSOCIATION**  
**Board of Directors Meeting Minutes**  
**Friday, November 26<sup>th</sup>, 2021 at 10:00 AM**  
**Zoom Video Conference**

**Call to Order:** The meeting was called to order by Pete Hill at 10:04 AM.

**Amendment to Agenda:** A **Motion** was made by Pete and seconded by Ralph to move the ADT discussion to the beginning of the meeting. **Motion** passed unanimously.

**Proof of Notice:** Proper notice was given in accordance with Florida State Statute 718 and the association documents.

**Determination of Quorum:** A quorum was determined with Pete Hill, Ralph Fierle, and Dave Brake all present via Zoom video conference. Also in attendance was Sean Noonan of Sunstate Management.

**Approval of Previous Minutes:** A **Motion** was made by Ralph and seconded by Pete to approve the September 16, 2021 minutes as amended. **Motion** passed unanimously.

**President's report** – No Report

**Treasurer's report** – As attached to these corporate records, Ralph reported on the October financials.

**Unfinished Business**

- **ADT Monitoring Plan and Feedback** – Mark Storiato from ADT introduced himself as the Operations manager for ADT. Mark reported the defect to 5320 was the panel would not clear. ADT is in the process of updating all the radios from 3G to LTE. The radio for 5320 has been installed and is communicating on the updated technology. The rest of the buildings will be upgraded soon. The completion date to merge the sprinkler and monitoring is targeted for December 10<sup>th</sup>. Lengthy discussion was had regarding the process of notification once an alarm sends an alert. Sunstate and ADT will connect to work out communication issues. Sean will contact Dawn at ADT to get a report for all recommended repairs.
- **Action List** – Lengthy discussion was had going item by item through the action list.
- **Mailbox Project** – Pete reported there was a call had with Onsite Industries and received a proposal to install new mailboxes. Pete and Ralph inspected the mailboxes at Veranda 8 and would like something similar. A **Motion** was made by Pete and seconded by Ralph to approve the mailbox quote of roughly \$13,000. **Motion** passed unanimously.

**New Business**

- **Approval of 2022 Budget** – A **Motion** was made by Pete and seconded by Ralph to approve the 2022 budget. **Motion** passed unanimously.
- **Pye Barker** – A fire extinguisher at a unit was damaged from moving furniture. Once replaced, that owner will be charged for the replacement. Sean will reach out to Pye Barker to find out when they will be doing their November inspection. Lengthy discussion was had regarding

placement of the fire extinguishers. Chris and Ron will be making a recommendation to the board on where the fire extinguisher boxes will be replaced.

- **Annual Hang the Wreath Program** – Pete reported he purchased 24 hangers for the wreath hangers for the garage light displays. The board agreed to reimburse Pete for his expenses.
- **Insurance Appraisal** – A **Motion** was made by Ralph and seconded by Dave to approve the insurance appraisal. **Motion** passed unanimously.

**Next Meeting Date – December 16, 2021 at 10:00 AM**

**Adjournment** – With no further business to discuss, the meeting was adjourned at 11:32 AM.

Prepared by

Sean Noonan/LCAM  
Sunstate Management Group, Inc.  
For the Board of Directors at Veranda 7