

VERANDA VII AT HERITAGE OAKS ASSOCIATION
Board of Directors Meeting Minutes
Thursday, December 16, 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 November 26, 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 November financials.

Unfinished Business

- **ADT Monitoring Plan** – Pete will add ADT as a permanent vendor and Sean will follow up with ADT to create an exact procedure regarding the monitoring. Sean will add the contact information to the board sheet and distribute. Documents in the boxes must be better maintained. A **Motion** was made by Pete and seconded by Ralph to approve the quote for the parts to the boxes. **Motion** passed unanimously. Sean will schedule a walk with a representative from ADT in the middle of January.
- **LMP Walk Around** – Pete reported the walk around went well and Sean will ask Chris to update his list.
- **Eblast Update** – Sean will reach out to the owner of 2211 who has unsubscribed and see if they will resubscribe to receive the updates.
- **Action List** – Lengthy discussion was had going item by item through the action list.
- **Mailbox Project** – Sean will send the board the contract and follow up to see if they agree to the etching and the extra keys. Sean will get an update to find out what the next step is.
- **Unit 2315 Update** – Pete reported he is in favor of Taylor Brothers to repair the stucco. A **Motion** was made by Pete and seconded by Ralph to approve the contract from Taylor Brothers. **Motion** passed unanimously. Sean will reach out to get bids for painting after the project is complete. A **Motion** was made by Pete and seconded by Ralph to advise the owner above unit 2315 should consider updating their indoor/outdoor carpet and the board will pay for a sealer to be put on the concrete floor. **Motion** passed unanimously.

- **Pye Barker Update** – Ralph will be meeting Pye Barker at 1:00 today. The box will be relocated between the light and the railing.
- **Seamless Gutter Update** – No update
- **Insurance Appraisal** – The insurance appraisal has been completed.
- **Issues List** – Discussion was had regarding the action list.

New Business

- Pete reported an owner installed wood plank flooring without submitting and ARC application.

Next Meeting Date – January 20, 2021 at 10:00 AM

Adjournment – With no further business to discuss, the meeting was adjourned at 10:54 AM.

Prepared by

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