

Highlands Rosedale Homeowner's Association No. Two Inc.
Minutes of the Meeting of the Board of Directors
April 24, 2014

Board Meeting – April 24, 2014

Meeting was called to order at 3:00pm at the home of Tom Repp. Quorum was established.

Attendees Present:

Tom Repp – President
Robert Berube – Vice President
Gerry Yake - Treasurer
Reon Onstine – Secretary
Paul Herzing – At Large

Proof of Notice of Meeting:

- Proof of notice was provided by the April 10 email sent by Tom Repp to all association members.

Approval of Minutes:

- Motion by Bob Berube to approve minutes from the January 17 meeting, seconded by Gerry Yake.
- Unanimous approval

Business:

- **Approval of Expenditures –**
 - Motion made by Bob Berube for approval of \$54.00 to Teal Landscaping for irrigation repairs at several residences. Motion seconded by Gerry Yake and unanimously approved.
 - An adjustment to the Association liability insurance has been received in the amount of \$8.54 from Insurance Service of Sarasota. Motion made by Bob Berube for approval of \$8.54 for Insurance Service of Sarasota. Motion seconded by Gerry Yake and unanimously approved.
 - Annual Backflow inspection and certification at all residences will be due in August of 2014. Motion made by Bob Berube and seconded by Paul Herzing to authorize Richards Plumbing to perform the testing and certification at a cost of \$22 per home for 37 homes, totaling \$814.00. Unanimously approved.
 - Cost to maintain the Associations website is \$26.19 per quarter with the next payment due in May 2014. The website payment is paid by Reon Onstine direct to 1&1 Internet Inc with reimbursement from the Association. Motion made by Bob Berube and seconded by Paul Herzing to authorize reimbursement to Reon for the remainder of the year upon presentation of invoices in the approved amount from 1&1 Internet Inc. Unanimously approved.
- **Mulch Application –** Mulch application was completed in February. At a fall meeting of the Board, decision will be made as to applying mulch again in November or December, or delaying to January or February 2015.

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- **Penalty Assessment for late quarterly dues** – Collection of quarterly dues has not been a problem for the HD2 Association. The Association policy is that invoices are sent during the 1st month of each quarter with payment due at the end of the second month in the quarter. If payment has not been received by the end of the third month of the quarter, the homeowner's account is charged a late fee of \$25. For quarter 1 of 2014, one homeowner was late with payment, with payment not being received until 10 days past the end of the third month grace period. During the 3rd month grace period, the homeowner was notified by several emails and a phone message that payment had not been received and the late fee would be assessed if not received by the end of April. Discussion was held as to whether the penalty as stated in the Association processes should be invoked. Motion was made by Paul Herzing and seconded by Reon Onstine to invoke the \$25 late fee. Unanimous approval.
- **Income Statement & Balance Sheet** – Gerry Yake submitted to the Board for review an income statement and balance sheet through March 31, 2014.
- **Painting Warranty Certification** – A warranty from Sherwin Williams for the home painting that was completed in February is to be provided. Tom Repp is working with Sherwin Williams and Braendel painting to obtain the warranty certification.
- **Next Meeting Date:** To be scheduled.
- **Meeting adjourned at 3:40pm**



Reon R Onstine
Secretary