

Highlands Rosedale Homeowner's Association No. Two Inc.
Minutes of the Meeting of the Board of Directors
October 22, 2013

Board Meeting – October 22, 2013

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
Paul Herzing – At Large
Reon Onstine – Secretary

Board Members Absent:

None

Proof of Notice of Meeting:

- Proof of notice was provided by the email sent by Tom Repp to all association members on October 12, 2013.

Approval of Minutes:

- Motion by Bob Berube to approve minutes from the April 21 meeting, seconded by Paul Herzing.
- Unanimous approval

Business:

- **Approval of Expenditures –**
 - Gerry Yake requests a check in the amount of \$178.10 to allow the petty cash fund to be replenished to the \$200 approved limit. Motion to approve was made, seconded and unanimously approved.
 - Tom Repp continues to maintain the front lawn carriage lights. Approval was requested for the purchase of lamp post light sensors for \$90 and lamp post bulbs for \$202.32. Motion to approve was made, seconded and unanimously approved.
 - During the preparation for house painting, it was discovered by Braendel Painting, extensive fascia damage at 9754 53rd Drive East. Being unable to contact the absent homeowner, the Board approved \$500 for Braendel to replace the fascia. It was additionally determined the lanai and driveway at this same address were excessively moldy. Poolcage Plus, who performed the recent roof cleaning for the association, was directed by the Board to pressure wash the driveway and lanai for \$80.00. The homeowner has subsequently been contacted and agreed to pay for these costs. A check from the homeowner has been received in the amount of \$530.00. The remaining \$50 is expected from the homeowner and will continue to be billed until received. Motion to approve was made, seconded and unanimously approved.
 - Application of mulch has historically been done in the fall of each year. Due to the home painting in progress, it has been decided to delay the mulch until February, 2014.

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Teal has provided a price of \$5,498.06 which aligns with the budgeted amount of \$5,500. Motion to approve Teal for a February 2014 mulch application for \$5,498.06 was made, seconded and unanimously approved.

- **Budgets** – Discussion was held on the 2014 budget and a projected budget for outlying years. A draft prepared by Tom Repp was reviewed and discussed. Tom will make changes and submit to the Board members for review at the December Board meeting. The 2014 budget will be presented to the members at the Association annual meeting.
- **Annual Meeting Planning** –
 - The Association annual meeting is proposed to be held 3:00pm January 23, 2014 at the Rosedale Clubhouse. Rosedale will charge \$35 plus tax for the meeting room. Motion to approve was made, seconded and unanimously approved.
 - Election of Officers – The term for the Secretary expires at the annual meeting. The bylaws require a nominating committee of at least (3) and no more than (5) Association members to be appointed by the Board. Tom Repp will send an email to all members asking for nominating committee volunteers.
 - HD2 Association bylaws state the annual meeting is to be held in November of each year. An amendment to the bylaws to change the meeting to January of each year will be submitted for voting at the annual meeting. Reon Onstine and Sharon Repp will develop a ballot and proxy ballot for the annual meeting to vote on this proposed bylaws amendment. It was further decided that each Board member should review the Association bylaws prior to the next Board meeting to determine if any further amendments should be considered. Motion made, seconded and approved unanimously.
 - Potential agenda items for the annual meeting were discussed. Annual meeting agenda will be finalized at the next board meeting in December.
- **Home Painting Update** – To date, (7) homes have been completed. Due to the late September rains the contractor is a week behind schedule. Tom Repp will update the tentative schedule and distribute.
- **Roof Cleaning** – Roof cleaning of all homes was completed prior to the beginning of the house painting.
- **Backflow Certification** – Certification of all home backflows was completed during the summer.
- **Pool Equipment Fencing** – Fencing surrounding pool equipment at some homes is in need of painting or repair. It was agreed that this is an owner responsibility and not part of the home painting project. Braendel Painting will review the situation and give a price for homeowners if they wish to engage.
- **Quarterly Dues** – Quarterly dues of \$450 will remain in effect until 2015 at which time a review will be made to determine any required increases.
- **Tree Trimming along East Wall** – Trimming of the Palm trees and oaks along the east wall used to be managed by Gary Emigh. The county has determined these trees are designated as a

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greenbelt and landscape easement. A determination needs to be made as to who maintains the trees behind our property owners' homes. This will be an agenda item for the annual meeting.

- **Social Gathering for the Association** – Tom Repp will discuss with the social committee possibilities of a social gathering of the association members.
- **Changes to Florida Statutes Chapter 720 Homeowner Associations** – Reon Onstine reported on changes made to Florida Statutes Chapter 720 covering home owner associations. Home Owner associations must now register on a new state website by November 22, 2014. Reon will review the website, determine the registration requirements and complete the registration. Homeowner Association Directors must now certify in writing within 90 days of election that he or she have read the association's covenants and bylaws and will work to uphold such documents and policies. Reon Onstine will prepare a template for use in the Director certification. Directors are prevented from soliciting or receiving goods or services of value from any person proposing to provide goods and services to the association. Association contracts in which any directors have any association or financial interest required special disclosure to members and require a 2/3 member vote. Associations are required to maintain insurance or bond for all persons who control or disburse funds.
- **Next Meeting Date:** The next Board meeting is scheduled for 3:00pm December 11, 2013 at the Repp residence.
- **Meeting adjourned at 4:30pm**



Reon R Onstine
Secretary