

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

Board Meeting – January 19, 2013

Meeting was called to order at 11:00am at the home of Tom Repp. Quorum was established

Attendees Present:

Tom Repp – President
Robert Berube – Vice President
Reon Onstine – Secretary
Joanne Riddle – Treasurer
Paul Herzing – At Large
Jerry Yake – HD2 Homeowner

Approval of Minutes:

- Motion by Joanne Riddle to approve minutes from the January 14 meeting, seconded by Bob Berube
- Unanimous approval

Business:

- Tom Repp advised that a mail box for the Association has been opened at Pakmail in the Tara Twelve Oaks Shopping Center. The address for the Association will be – 7282 55th Avenue East, Box 150, Bradenton, FL 34203
- Financial:
 - Discussion on application of late fees and liens. Agreement that procedures would be followed as per the HD2 bylaws. If payment has not been received by the end of the third month of the quarter, the homeowner's account will be charged a late fee of \$25.00. Accounts delinquent at the time the next quarterly billing is assessed will have a lien placed on the property.
 - Quarterly Homeowners statements – Agreement that statements to be sent during the 1st month of the quarter, due the end of the following month and considered delinquent if not received by the last day of the quarter.
 - Electronic Quarterly Statements – Members will be assessed to determine desire to optionally receive statements and other Association correspondence by email .
 - Petty Cash Fund – Motion by Bob Berube for creation of a \$200 petty cash fund. Seconded by Tom Repp and approved unanimously.
 - Discussion held regarding the possibility of Joanne Riddle resignation pending sale of their home. Jerry Yake was tied for 2nd with Bob Berube in the Directors election and deferred to Bob for the position. Motion made by Bob Berube and seconded by Joanne Riddle that should Joanne resign, Jerry Yake would replace her as treasurer. Approved unanimously.
- Teal Landscape Contract – Discussion to proceed for now with the Teal month to month contract. Motion to accept by Paul Herzing, seconded by Bob Berube. Approved unanimously.
- Backflow Preventer Certification – Possible discrepancy from the contractor billing to the association for the past year certification between what was agreed with the Master Association and what was actually billed. To be researched.

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- Insurance - Motion by Joanne Riddle to accept the proposal from Coastal Insurance Underwriters for insurance to cover general liability, Directors and Officers Liability, Small limit commercial umbrella and workers compensation. Seconded by Tom Repp. Approved unanimously.
- HD2 Bylaws – Change of Declarant. As transition is now complete, bylaws need to be modified to remove declarant. To be discussed at a future board meeting.
- Lamppost Lighting Maintenance – Tom Repp has been providing maintenance for lamppost lighting. Agreement that this should be provided by the Association and that Tom Repp will continue providing that maintenance
- Specialty Committees – Tom Repp to draft correspondence asking for volunteers to work on various subcommittees

Next Meeting Date: The next Board meeting is scheduled for February 2, 9:00am at Tom Repp's home 9771 51st Terrace East.

Meeting adjourned at 12:00pm



Reon R Onstine
Secretary