

Highlands Rosedale Homeowner's Association No. Two Inc.
Minutes of the Meeting of the Board of Directors
January 21, 2017

Board Meeting – January 21, 2017

Meeting was called to order at 9:20am at the Rosedale Golf and Country Club Community Room.
Quorum was established.

Attendees Present:

Tom Repp – President
Bob Berube – Vice President
Reon Onstine – Secretary
Diane Raccio – At Large

Board Members Absent:

None

Proof of Notice of Meeting:

- Proof of notice was provided by the January 5, 2016 email sent by Tom Repp to all Association members.

Approval of Minutes:

- Motion by Bob Berube to approve the posted minutes from the December 10, 2016 meeting and seconded by Diane Raccio with unanimous approval.

Business:

- **Board Member Resignation –**
 - Notice was received on January 20, 2016 from Lynne Woodman of her immediate resignation from the HD2 Board of Directors. The reason for her resignation was stated as increasing demands of other obligations.
 - Reon Onstine, HD2 Secretary volunteered to take over the Treasurer position until a replacement can be appointed. Motion by Bob Berube to appoint Reon Onstine as Secretary/Treasurer and seconded by Diane Raccio. Unanimously approved.
 - Tom Repp will send an email to members with a nomination form requesting volunteers to complete the remaining term for the open Board position. After receipt of nominations, the Board will review and then appoint a replacement Board Member. The replacement appointee will serve until the 2018 annual Members Meeting.
- **Approval of Expenditures –**
 - HD2 mailbox annual cost for 2017 with Pak Mail for \$178.92
 - State of Florida HOA annual registration \$70.00 Requires reimbursement to Reon Onstine
 - Rosedale Golf and Country Club meeting room charge for annual meeting - \$35.00
 - Lawncare contract with Teal Lawn - \$39,160.82 annually / \$3263.40 monthly
 - Backflow inspection and certification – Richards Plumbing \$814.00 Inspections to be in August 2017
 - Roof Bi-annual roof cleaning is scheduled for late July with Pool Cage Plus for \$145 per home for a total of \$5,365.00
 - Motion by Bob Berube and seconded by Reon Onstine to approve all of the above listed expenditures. Unanimously approved.

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- **Financial Review –**
 - Annual financial review audit letter was submitted and reviewed by Diane Raccio. Motion by Reon Onstine to accept the audit review, seconded by Bob Berube and unanimously approved. Decision was made to begin performing quarterly financial audits.
 - Income / Expense Statement fo 2016 and 2017 Budget – The final 2016 income/expense statement and 2017 budget were reviewed. Motion by Reon Onstine to approve the income/expense statement and the budget. Seconded by Bob Berube and unanimously approved.

- **Next Meeting Date:** To be determined

- **Meeting adjourned at 9:35am**



Reon R. Onstine
Secretary