

**Phoebe Park Association
Board of Directors Meeting Minutes
January 20, 2009
Osprey Club**

Call to Order:

- 1 The Meeting was called to order at 6:30 p.m. Board Members in attendance were Howard Hanson, Joe Isabel, Adrian Montanaro, Gary Winters and Margaretta Delgado. Mary Collister from Communities of America, Inc. was also present. Several homeowners were in the audience.
- 2 Meeting was properly advertised with a sign posted at Phoebe Park gate and on the website prior to Tuesday's meeting. Also posted on the website was the change in location to the Osprey Club.
- 3 Minutes of the October 21, 2008 meeting approved. Motion by H. Hanson to approve was seconded by G. Winters.

Reports:

COA Management Report – Mary reported the following:

- December 2008 financials for the month and year end were reviewed.
 - Mary provided the Board with the latest Accounts Receivable details. A write-off of \$141.00 for 5822 Phobenest was presented for consideration and a request for the Board to authorize. Adrian recommended that we leave it for the 2009 calendar year on the books. After discussion with the other Board members, it was suggested that COA send a notice to the homeowner to ascertain if a 12-month payment plan would be of interest. We will pursue this avenue first rather than turning it over to the attorney. The Board agreed with Adrian's recommendation.
 - With regard to the replacement of the Plumeria plantings at the front gate, Landscape presented an estimate of \$395.00. Before the Board agrees to go ahead with the replacement, the irrigation will be checked to ensure that it is adequate. We would not want to replace the plantings if the irrigation system at the front gate is not working properly.
 - The Board agrees that we should go ahead with the treatment of the big Oak tree on Phobepark with copper sulfate. When the invoice is presented for payment, it should be charged against General Building and Grounds Maintenance. The motion to approve was presented by Howard Hanson and seconded by Gary Winters.
 - Joe Isabel questioned why there was an estimate for an irrigation proposal when we just spent \$12M on the whole irrigation system. It was noted that the proposal was to install additional, strategically placed shutoff valves along both Phobepark and Phobenest. This would facilitate shutting off sections of the system for troubleshooting and maintenance. A motion

was made by Joe Isabel to approve and it was seconded by Howard Hanson.

- It was noted that \$6000.00 of bad debt was expensed during 2008. An additional \$3000.00+ was collected by attorney Tankel. Efforts will continue to collect the remaining amounts due.
 - Despite the bad debt of \$6,000.00 and the unforeseen expenses related to the irrigation, we were below the budget by \$1,800.00.
 - H. Hanson made the motion to approve the Financials and Gary Winters seconded the motion.
- Mary asked if any of the Board members were interested in attending a seminar where various workshops will be held on March 21st. The cost per person would be \$12.00. Adrian Montanaro made a motion to approve and Howard Hanson seconded the motion.
 - Mary provided the janitorial cleaning schedule to the Board which is Monday, Wednesdays and Fridays before 9 (between 7-9am). The schedule would alter slightly if a function occurs at any of the Clubs in FishHawk. If this is the case, then they would be cleaning at 10am.
 - ING closed the pending account opened for the \$100,000.00 CD. The CD will now be held at Ascencia Bank. Some of the Board will have to provide information to continue with the opening of this account.

New Business:

- Adrian Montanaro suggested that the Board form a combined Architectural & Landscaping Committee. The intent of the committee would be to get more homeowners involved in the governance of the community. Duties would include involvement in decisions to replace plants, types of plants desired, plant diseases, etc. They would also participate in the monthly walk-through that is done by Complete Landscape and COA. Also included would be review of homeowners' architectural requests.

The homeowners that attended did not have any interest in joining the architectural and landscaping committee. The formation will be open for discussion at the Annual meeting.

Unfinished Business:

- Howard Hanson praised the good job done by Complete Landscaping and how pleased he was with the outcome. There is a slight concern with the pop-ups and asked that we observe if there are any dry spots.
- A request for the watering schedule has prompted us to have it posted on the website.
- There continues to be no interest in the nominating committee. Gary will continue to ask around to see if any of the homeowners would like to become members of the Board this year.

Adjournment:

- The meeting adjourned at 7:03pm. (Motion was approved by H. Hanson and seconded by G. Winters.)
- Next meeting which is the Annual Meeting is scheduled for March 3, 2009 at 6:30pm at the Osprey Club.

Respectfully Submitted,

Margaretta Delgado
Secretary