

**Phoebe Park Association
Board of Directors Meeting
January 18, 2011
Aquatic Center**

Call to Order:

- The Meeting was called to order at 6:34p.m. Board Members in attendance were Adrian Montanaro, Howard Hanson, Gary Winters, Joe Isabel and Margaretta Delgado. Several homeowners were in the audience. Rachel Welborn of Communities of America (COA) was present.
- Meeting was properly advertised on our Phoebe Park message board and on the website prior to Tuesday's meeting.
- The Minutes for October's meeting was approved.
- Copies of approved Minutes will be uploaded onto Phoebe Park website. Rachel was given a copy of approved Minutes for COA's files.

Reports:

- **CCA Management Reports**—The Aged Owner Balances was discussed withholding names and/or addresses of homeowners in arrears. Rachel of COA reminded the Board that Tankel should be the only contact when aged balance is turned over to the attorney. The Board discussed in detail homeowner who contacted HOA even though attorney is handling the matter. After much discussion, it was decided that Gary Winters would take care of trying to assist the homeowner, COA and Tankel to understand exactly what has transpired without legal terminology because the homeowner may be misunderstanding what is going on because of language and/or cultural barriers. The Homeowners Violations report was also discussed. Even though letters have been sent about driveways, there has been no action taken to resolve the violation. Before the attorney sends letters to homeowners and the HOA has to pay the \$95 expense for each letter, Rachel will be sending Adrian an email with an updated Violations Report to determine whether or not an attorney's letter should be sent out.
- **2010 Financial Results**-Financial results of 2010 were briefly discussed. Also, there has been an increase in cars being parked on the street which interfere when emergency vehicles need to get through the community. It was suggested that the upcoming newsletter make mention of the need to keep the street clear of vehicles. Rachel asked the Board if they were still considering the Subordination of Lien on Mortgages Amendment. The Board did not want to go ahead with this issue that was raised at a prior meeting because would not be able to get enough homeowners to vote on it. Adrian asked Rachel to send him an email about this subject matter in order that the Board members could think about this for a bit and decide before the Annual Meeting is held. The item that Adrian did speak about was transferring the Accounting of specific reserves from one bucket to multiple buckets and vice versa. If this is to be under consideration the attorney will have to prepare proxies on this matter. Howard motioned that this be done and Gary seconded the motion.

Unfinished Business:

- **Villa Painting and Scheduling**—two bids were received and opened by Rachel, of which one was Pope Painting & Pressure Washing, the contractors who painted Sand Hill Villas.
- **Mini Grant**-We were notified that we received a mini grant of \$1,200.00. This money will be used to purchase additional patio furniture for our pool area.
- **Roof Inspection**-There was a request that the roof inspection be mentioned in the upcoming newsletter. One of the Board members said that a neighbor of his was concerned about the roofs and in what shape are they in. It was reiterated that they are in fine shape and that the language the engineer wrote in this report be used in the newsletter.

New Business:

- **Pope Painting & Pressure Washing**-Pope's bid amount came in the lowest and their work done at Sand Hill was followed closely by members of our HOA. Howard motioned to approve Pope and Joe Isabel seconded the motion. The Board is pleased that Complete Landcare will pull back the soil and dig around the Villa foundation without additional costs to the HOA. This will be a savings of approximately \$15,000. When this is done, the homeowner should take the opportunity to have termite inspection and treatment done at the homeowner's expense. COA will send out the notification letters. Letters will be drafted by Adrian and forwarded to Rachel within the next few days because Pope should begin February 1st. It was suggested that the pool area be the first to undergo painting in order for it to be done in plenty of time of spring break when the pool area would be used.

Homes that will be the first to undergo painting are 15704, 15706, 15708, 15710, 15712, 15714, 15716, 15718, 15720 and 15724 Phoebe Park Avenue. Rachel will be sending out notices to these homes first. Rachel will be calling Pope to inform them that they were the winning bid. A meeting will be set up between two of the Board members, Rachel and Pope to go over specifics.

- **Irrigation and water expense**- was discussed by Adrian who noted that the use of reclaimed water was 400 to 500 gallons per month. This has a potential to be an added expense to the budget of \$100.00 per month. Even with this amount of irrigation being done our lawns are not looking great. In addition the quality of sod was questioned with a notation that the new sod put down has seen an increase in weeds leaving us with the understanding that the sod was of not good quality. A meeting will be set up with Eddie to discuss this further.
- **Request for an Attachment to our Newsletter by a Resident**-A request was made by one of the homeowners if we could include with the next newsletter an insert about a charity function that would be occurring in February. The Board agreed that it was okay and Gary motioned to approved while Howard seconded the motion.

Nominating Committee was named—Howard will be this year's Nominating Committee Chairperson. Gary motioned to approve Howard as Chairperson and Joe seconded the motion.

Adjournment:

- The meeting adjourned at 7:42 p.m. Motion to adjourn was approved by Gary and seconded by Joe.
- One of the homeowner had a question about their flagpole being broken by the workers of Complete Landcare. Rachel told the homeowner that they should address this to Complete Landcare owners who will take care of replacement. Workers will not inform owner and Rachel said that it was important that all issues be address to COA and/or Complete for resolution.

Respectfully Submitted,
Margaretta Delgado