

DRAFT DEVON'S GLEN HOMEOWNERS' ASSOCIATION (DGHA)

BOARD MEETING MINUTES

January 21, 2016

Attendees:

Board Members in Attendance:

Christina Light, President
Jordan Stark, Vice President
Bob Shaw, Secretary (outgoing)
Ken Clawson, Secretary (incoming)
Hue Phan, Treasurer
Nancy Johnson, Member
Maria Badure, Member
Tracie Taylor, Member

Architectural Review and Landscape Committee (AR&LC) Members in Attendance:

Rob Light, Chair
Dorothy Biittig, Member

Others in Attendance

Roberto Bilotti, 1256 Foxridge Place
Bob Paden, 739 Ashbury Ave
Brandon Badure, 1265 Foxridge Place
Nachawin Clawson, 1260 Foxridge Place

1. Call to Order: It was determined that a quorum was present and Christina Light, Board President, called the meeting to order at 7:06 p.m. The above board members and others were present.

2. Agenda: The proposed agenda was passed out as follows:

- 2.1. Call to Order and Introductions
- 2.2. Agenda Approval
- 2.3. Approval of Minutes from Board Meeting of December 03, 2015
- 2.4. Appointment of Board Members to Board Offices
- 2.5. Treasurer's Report/Finance
- 2.6. Architectural Review and Landscape Committee (AR&LC) Report
 - 2.6.1. Owners' requests considered
 - 2.6.2. Plant maintenance
 - 2.6.3. Entry
 - 2.6.4. Common area maintenance
 - 2.6.4.1. Common area along Ashbury with benches
 - 2.6.4.2. Common area at rear
 - 2.6.5. Lake assessment and lake maintenance
 - 2.6.6. Other AR&LC Issues:
 - 2.6.7. Report on removal of fence along north boarder of Devon's Glen
- 2.7. Standing Items
 - 2.7.1. Website
 - 2.7.2. Collection of past due owners' assessments.
 - 2.7.3. Painting and repair of mailbox posts.

- 2.7.4. Confirm list of owners and renters.
- 2.7.5. Changes to Covenants.
- 2.7.6. Control of pets and cleaning up after pets.
- 2.7.7. New residents welcoming activities.
- 2.8. Old Business
- 2.9. New Business
- 2.10. Open Forum
- 2.11. Adjourn

Christina Light recommended to amend the agenda as follows:

- 2.11. Call to Order and Introductions
- 2.12. Agenda Approval
- 2.13. Approval of Minutes from Meeting on December 3, 2015
- 2.14. Appointment of Board Members to Board Offices
- 2.15. Treasurer's Report/Finance
 - 2.15.1. Collection of past owners' assessments
- 2.16. Architectural Review and Landscape Committee (AR&LC) Report
 - 2.16.1. Owners' requests considered
 - 2.16.2. Grounds Keeping/Lake maintenance
 - 2.16.3. Other AR&LC Issues
 - 2.16.3.1. Front entry remodel
- 2.17. Standing Items
 - 2.17.1. Website
 - 2.17.2. Confirm list of owners and renters
 - 2.17.3. Changes to Covenants – on hold
 - 2.17.4. New residents welcoming activities
- 2.18. Old Business
- 2.19. New Business
- 2.20. Open Forum
- 2.21. Adjourn
- 2.22. Christina Light made a motion to approve the agenda as amended, Nancy Johnson seconded, all approved.

3. Approval of Minutes from Board Meeting of December 03, 2015: The minutes had been previously distributed that day by e-mail and copies were also distributed. Paragraph 7.6.2 was unclear, requested change to read, "Removal of fence will reduce insurance costs" instead of "the changes will reduce the value of the property". Christina Light made a motion to accept minutes (with changes), Ken Clawson seconded, and all approved.

4. Appointment of Board Members to Board Offices: Christina Light made a motion to approve new Board members (see Attendee's, top of page); Tracie Taylor seconded, all approved.

5. Treasurer's Report: Hue Phan had received the last financial and reported that current bank balance is \$45,000, bills are paid, \$19,000 revenue last year, \$16,000 spent (\$3,000 under budget).

- 5.1. Past due owners amount discussed; \$3,400 for two households.

- 5.2. Electrician had to re-wire light fixture at front of development. More expensive than originally quoted; Additional \$700. For side opposite of flag; new unit needed when light burns out.
- 5.3. Christina Light made a motion to accept the Treasurer's report, Tracie Taylor seconded, all approved.

6. Architectural Review and Landscape Committee (AR&LC) Report: Rob Light, the AR&LC Chair gave the report.

- 6.1. New Owners' requests identified: None
- 6.2. Grounds Keeping/Lake maintenance: Dead palm tree on easement near Bob Paden's residence. County scheduled to remove tree. DGHA will plant a new foxtail palm in its place and other easements where trees are missing when weather is warmer. Rob Light will discuss with Klip and Kut to trim palm boots closer during trimming service. Hue Phan has name of commercial chemical to treat midges in lake. Rob Light will contact contract company to treat the lakes.
- 6.3. Other AR&LC Issues: Christina Light will contact Anita Unrath if gate is left open for Space Coast Eco Geeks turtle study (north gate).
 - 6.3.1. Front entry remodel: Jordan Stark brought samples of tile and font for front sign from Bufkin. Lettering cost expected (\$1,100) retiling (\$2,100). Vote held for sand colored tile, size recommended as 6"x6" or 12"x12". Fancy tile thin strip on top only. Jordan will email board with layout and vote will be made via email. SMHA paperwork will be submitted after vote.
- 6.4. Christina Light made a motion to approve ARL&C report, Tracie Taylor seconded, and all approved.

7. Standing Items:

- 7.1. Website: Christina will provide Ken Clawson with link and password.
- 7.2. Confirm list of owners and renters: Need side meeting for owners & renter list; Hue will setup a Thursday at 7pm at her home. Need to compare listing with SMHA, if they will share.
- 7.3. Changes to Covenants: On hold until after big projects are completed
- 7.4. New residents welcoming activities: Nancy Johnson will provide condolence gift for two separate residents who lost spouses. Hue will obtain names and addresses.

8. Old Business: Jeff Newton emailed an update on the status of the request to repair the crumbling wall by his house/common area. Issue is still in work and he is visiting Rockledge Gardens inquiring if the type of swamp grass recommended is the correct to use. He needs proof the area will not erode with the dirt wall solution recommended. He will continue to keep DGHOA posted.

9. New Business:

- 9.1. Christina, Ken and Hue will schedule a time/date to visit SCPM to get on the account. Hue is scheduling. Christina and Hue will go to SunTrust with meeting minutes to get on the account.
- 9.2. Discussion of Tracie Taylor interested in creation of a non-HOA, but a non-binding community Facebook® page.

10. Open Forum:

- 10.1. Injured vulture in the area of Ashbury Ave, Animal services advised homeowners not to feed the bird to aid in the capture and care of the animal.

10.2. There was a discussion regarding the problem of vehicles parking at/near the entrance of Devon's Glen during bus drop off time for children. Parking in roadway and pedestrians standing in roadway has become a hazard. Maria Badure will contact elementary school for notice to parents.

10.3. Recent vehicle burglaries were discussed and residents need to be aware to continue to lock vehicles at night.

11. Adjournment: There being no further business, Christina Light made a motion to adjourn, Jordan Stark seconded, and all approved. The meeting was adjourned at 8:15 p.m.

End of Minutes

To be approved at Board Meeting March 17, 2016.

A handwritten signature in black ink, appearing to read 'Christina Light', written in a cursive style.

Christina Light
Devon's Glen Homeowners' Association Board President