

DEVON'S GLEN HOMEOWNERS' ASSOCIATION (DGHA)

BOARD MEETING MINUTES

March 17, 2016

Attendees:

Board Members in Attendance:

Christina Light, President
Jordan Stark, Vice President
Hue Phan, Treasurer
Ken Clawson, Secretary
Maria Badure, Member
Nancy Johnson, Member

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

Rob Light, Chair

Other in Attendance:

Jill Blue, 696 Ashbury Ave
Mel Johnson, 661 Ashbury Ave
John Sander, 708 Ashbury, Ave
George Toskey, 1253 Foxridge Place
Ginette Toskey, 1253 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 7:01 p.m. The above Board Members 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 January 21, 2016
 - 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
 - 2.6.4.1. Common area along Ashbury with benches
 - 2.6.4.2. Common area at rear (Foxridge)
 - 2.6.5. Other AR&LC Issues
 - 2.7. Standing Items
 - 2.7.1. Website (unofficial Facebook page)
 - 2.7.2. Collection of past due owners' assessments
 - 2.7.3. Collection of past due owners' assessment
 - 2.7.4. Painting and repair of mailbox posts
 - 2.7.5. Confirm list of owners and renters
 - 2.7.6. Changes to Covenants
 - 2.7.7. Control of pets and cleaning up after pets
 - 2.7.8. New residents welcoming committee
 - 2.8. Old Business

- 2.9. New Business
- 2.10. Open Forum
- 2.11. Adjourn (approved agenda CL, NJ)

Christina Light recommended to amend the agenda as follows:

- 2.12. Call to Order and Introductions
- 2.13. Agenda Approval
- 2.14. Approval of Minutes from Meeting on January 21, 2016
- 2.15. Treasurer's Report/Finance
 - 2.15.1. Collection of past due owners' assessments
- 2.16. Architectural Review and Landscape Committee (AR&LC) Report
 - 2.16.1. Owners' requests considered
 - 2.16.2. Lake assessment and lake maintenance
 - 2.16.3. Other AR&LC Issues
- 2.21. Standing Items
 - 2.21.1. Website (unofficial Facebook page)
 - 2.21.2. Confirm list of owners and renters
 - 2.21.3. Changes to Covenants (on hold)
 - 2.21.4. New residents welcoming committee
- 2.8. Old Business
- 2.9. New Business
- 2.10. Open Forum
- 2.11. Adjourn (agenda by Christina Light and seconded by Nancy Johnson)

3. Approval of Minutes from Annual General Membership Meeting of January 21, 2016:

The minutes had been previously distributed to members for approval via email. The completed minutes were signed by Christina Light. Christina Light made the motion to delete Paragraph 4 (Appointment of Board Members to Board Offices) from the agenda since it referred to the Annual board member's approval which occurred in December. Motion was seconded by Ken Clawson, and all approved.

4. Treasurer's Report/Finance:

- 4.1. Hue Phan received the last financial report at the end of February and reported the current bank balance is \$47,690, bills are paid.
- 4.2. Past due owner's assessments. A total of 18 residents were reported to be past due, with the largest amount being \$1900. Hue will has contacted 8 residents to remind them of the assessments. The total amount of accounts receivable was stated as \$6,582 which Hue is working to clear.
- 4.3. Hue Phan, Christina Light and Ken Clawson completed the action of completing the signature card with SunTrust bank to be able to sign checks for the community
- 4.4. Christina Light made a motion to accept the Treasurer's report, Jordan Stark seconded the motion, all approved.

5. Architectural Review and Landscape Committee (AR&LC) Report:

- 5.1. Owners' requests considered.
 - 5.1.1. Owner on Foxridge requested to paint the home with neutral colors.
- 5.2. Lake assessment and lake maintenance
- 5.3. Other AR&LC Issues:
 - 5.3.1. Discussed mission/old trees. Discussed with Klip and Kut lawn service to price taller 14 foot tall fox tail trees rather than the smaller 6 foot tall trees. Price is stated

to be \$300 per 14' tree (all inclusive) for installation. It was determined to budget for three trees now and budget the other three trees for next year. It was determined to plant three trees now at addresses 636, 685, and 739 Ashbury Ave. Christina Light made a motion to accept the decision. Seconded by Ken Clawson and approved by all board members.

- 5.3.2. Rob Light discussed the service by Beacon of power washing areas in the community. There was a proposal to conduct power washing the sidewalks, driveway skirts, wall at the end of Foxridge Place. The proposal was estimated at a total of \$6,000. The concrete wall at Foxridge was quoted at \$400, skirts at \$1400, and sidewalks at \$3,000 and common areas (to include sidewalk along Spyglass Hill rd.) at \$600. It was suggested by Christina Light to do only the concrete wall and common areas for \$1,000. Seconded by Ken Clawson and agreed by all board members.
- 5.3.3. Hue Phan was concerned about the cost associated with future project of repairing the retaining wall next to Jeff Newton's property that abuts next to the common area. That project will be an expensive project and she expressed concern with funding. She did not want to spend excess funds on the power washing and tree projects considering the cost of the retaining wall project.
- 5.3.4. Nancy Johnson advised that Bill Cleckner pressure washed the concrete benches along Ashbury Ave.
- 5.3.5. Jordan Stark provided an update regarding the community sign at the front of the area. Grouting was in progress. The lettering for the sign was delayed until the end of March. Stucco cracks and holes will be completed as well.
- 5.3.6. Christina Light made a motion to accept the ARC report. Jordan Stark seconded the motion. All board members were in agreement.

6. Standing Items:

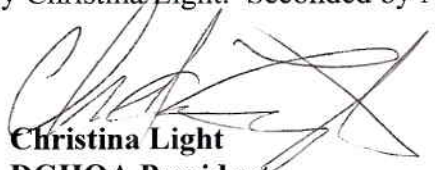
- 6.1. Website. Ken Clawson discussed having training from the outgoing secretary Bob Shaw regarding the email function etc.
- 6.2. Collection of past due owners' assessments. Discussed in Treasury report. Confirm list of owners and renters. Hue Phan has the latest list from Space Coast Property Management. Work in progress.
- 6.3. Changes to Covenants. (on hold).
- 6.4. New residents welcoming activities. Nancy Johnson discussed providing gift baskets to the new owners and renters in the community

7. Old Business: No current update on the retaining wall from Jeff Newton, per Christina Light.

8. New Business: Newsletter for the summer was discussed to be created and sent out. Nancy Johnson agreed to put together information for the newsletter.

9. Open Forum: no items to discuss.

10. Adjourn: Meeting adjourned at 7:47 pm. by Christina Light. Seconded by Nancy Johnson. All members agreed.


Christina Light
DGHOA President

