

MINUTES OF THE  
FAIRVIEW ESTATES POA, INC.

Board of Directors Meeting

7:00 PM, July 10, 2018

Village Services Co-operative, 2541 Reston Terrace, Hernando FL 34442

**BOARD OF DIRECTORS MEMBERS IN ATTENDANCE**

Karla Ellsworth, Vice President

Sarah Ellis, Treasurer

Mark Conley, Director

Barbara Lauer, Director

Hank Otto, Director

**ABSENT**

Dan Cashman, President

Marcy Sigurdson, Secretary

Jacqueline Duval, Director

**OTHERS IN ATTENDANCE**

Eileen Walsh, CAM

Judy Whitney, ACB Chair

2 Fairview Estates Residents

**CALL TO ORDER**

The meeting was called to order on Tuesday, July 10, 2018 by Karla Ellsworth at 7:00 p.m. A quorum was established with five (5) of the eight (8) board members in attendance, in person. The meeting was held at the offices of Village Services Co-operative.

**PROOF OF NOTICE**

Notice of meeting, as per statute, was posted to the membership on July 7, 2018 and the meeting agenda was also posted at Villages Services on July 3, 2018.

## **MINUTES**

A **Motion** was made by Barbara to forego reading and accept the minutes of the Board of Directors meeting on June 5, 2018. The motion was seconded by Hank. The motion to accept was passed unanimously.

## **VISITOR COMMENTS**

John Mazzone discussed a rate offer that Advanced Disposal is offering to other homeowner associations (Belmont Hills, Terra Vista). The rate would be \$46.50 per quarter and includes once a week pick up of garbage, yard waste, and recycling. Homeowners would also get new trash receptacles. Mr. Mazzone asked the Board to contact ADS to see if they would offer the same rate and service to Fairview Estates.

Mr. Mazzone also brought up the bulk cable package that Spectrum is offering. The Board said they would be discussing the Spectrum contact later in the meeting.

## **PRESIDENT'S COMMENTS**

Karla spoke on Dan Cashman's behalf.

Colony Stone/Sandpiper will be installing the new entrance sign. Eileen Walsh confirmed that she had received all the necessary paperwork and the deposit check was sent to Colony Stone last week.

## **TREASURER'S REPORT**

Sarah Ellis gave the financial report for June:

- Total Assets YTD: \$166,654.84
- Total Liabilities: \$21,349.26
- Total Reserve Fund Balance: \$20,113.84
- Total Operating Fund Balance: \$125,191.74
- Delinquent Account Balance: \$2354.66

Sarah has researched S.M.A.R.T. Collections and found that the company has some outstanding consumer complaints for improper collection practices. Using a collection agency may be a good idea at a later date.

A **Motion** was made by Karla hold off on doing anything with the collection of outstanding balances until 2019. The motion was seconded by Barbara. The motion to accept was passed unanimously.

Sarah asked the Board to allow her to take a Leave of Absence for a couple of months – until October. Karla volunteered to handle the treasurer's responsibilities until Sarah

returns. A **Motion** was made by Barbara to approve Sarah's request for LOA and have Karla as acting treasurer. The motion was seconded by Mark Conley and was approved by unanimous vote.

## **ROADS & GROUNDS COMMITTEE REPORT**

Hank gave a report on behalf of the Grounds Committee:

- Duke Energy was called to trim the trees away from the power lines at the front entrance. Hank received a notice stating that the trees were trimmed, but they were not.
- Hank suggested that once the sign is finished, the Board consider hiring someone to trim the trees.
- New plantings will be installed at the entrance once the new sign is completed.
- The pot holes at Indianhead and Ridgefield were reported to the county. The county quickly filled the pot holes.

## **MANAGER'S REPORT**

Eileen reported the following:

- Violation letters were sent out late
  - One Final Notice
  - One Second Notice
- Colony Stone is supposed to be sending a price quote to have the driveway column at 3765 N. Tyrone repaired.
- Several changes to Florida Statute 720 went into effect on July 1, 2018.
- FL Statute 720.303 now requires all POAs to file their governing documents with the county.
  - Articles of Incorporation
  - Deed Restrictions and Amendments
  - By-Laws
  - Community rules and regulations

A **Motion** was made by Sarah to have the Board review the By-Laws at the next Board meeting. The motion was seconded by Barbara and was passed unanimously.

## **NEW BUSINESS**

### **New Board Member**

The Board voted on the replacement for Ray Tobias's seat as director. The candidates to fill the vacancy were Ken McNally and Jonathan Richards. The voting was conducted by secret ballot, with five Board members voting in person and one Board member by

absentee ballot. Jonathan Richards was voted in as the new director. He will serve the remainder of Tobias's term.

### 2019 Assessments

The Board needs to decide what to do about the budget surplus before the 2019 assessments are determined.

Karla shared an idea that she and Dan have been discussing regarding offering homeowners an "early pay" discount if the homeowner pays their assessment in advance. The Board would need to determine how much of a discount to offer.

Barbara suggested adding more lighting.

Another idea was to offer homeowners property beautification grants to use to improve the exteriors of their homes. Criteria would need to be put in place to make sure that the program is executed properly.

Eileen will research the legalities of using the POA surplus to offer discounts or grants and report back to the Board at next month's meeting.

### **OLD BUSINESS**

#### Website

To date, no one has received training on maintaining the new website. Karla has offered to contact Michael at Nature Coast Design and get the training. She will then make the changes to the website.

#### Lawn Maintenance

So far there has been no luck in finding a lawn maintenance service. Eileen will reach out to Better Earth again.

#### Spectrum Bulk Service

Eileen stated that the Fairview Board should contact membership to advise them of the Spectrum Bulk Services offer in order to make sure the membership know about the deal. She drafted a letter that the Board may want to send to the membership.

Karla voiced concern that the letter was too much of a "sales pitch" for Spectrum and that the letter should come from the Board, not Eileen. She recommended that the Board draft a new letter that is more fact based.

Mark will work on a new letter and send it to the Board members for review. Eileen stated that Board could consider writing a letter explaining why they decided not to accept the Spectrum offer.

The Board did agree that once a letter has been finalized that they will mail it out to the membership. A **Motion** was made by Karla to approve doing a mailing to the membership. The motion was seconded by Barbara and was passed by unanimous vote.

**ADJOURNMENT**

With there being no other business, a **MOTION** was made by Barbara to adjourn the meeting at 8:33pm. The motion was seconded by Hank and was passed unanimously.

**Next Board Meeting – August 7, 2018**

As prepared by Eileen Walsh, CAM

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**Date:** \_\_\_\_\_