

**FAIRVIEW PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 6, 2018**

<u>Attendees:</u>	<u>Present</u>	<u>Absent</u>
President Dan Cashman	X	
Vice President Karla Ellsworth		X
Treasurer Sarah Ellis		X
Secretary Marcy Sigurdson	X	
Director Hank Otto	X	
Director Barbara Lauer		X
Director Mark Conley		X
Director Jackie Duval		X
ACB Judy Whitney		X
Eileen Walsh, Villages Services	X	

Call Meeting to Order: Meeting called to order at 7:00 p.m.

Introduction of Guests: None.

Reading of Minutes of February 6, 2018, Meeting: **Motion** by Barb to dispense with the reading of the February minutes and accept them as written; seconded by Jackie. **Motion passed unanimously.**

Correspondence: None.

President's Comments – Dan Cashman: Dan welcomed new Board members Mark Conley and Jackie Duval. Dan said he was happy to be elected as the new President. He stated that Marcy will take over the Welcome Committee, assisted by Dan and Jackie. A few new Board members need to go to SunTrust bank to sign signature documentation. A discussion ensued regarding changing to Drummond Bank. Dan will contact SunTrust to determine if everyone must come to the bank at the same time to sign the new paperwork (Drummond Bank does not require everyone to come in at the same time). For the new Board members, Dan gave background information on the issues of number of pets, lettered vehicles, and parking of RVs/boats/ trailers, etc. What is the County regulation on pets? Eileen looked at other neighborhoods' language on pets; most were very vague. The Board needs to look at language on lettered vehicles. Eileen asked if anyone wanted to write language.

Vice President's Comments – Karla Ellsworth: Absent.

Treasurer's Report – Sarah Ellis: Absent. Total liabilities and fund balance as of February 28, 2018: \$178,348.14. Eileen advised the Board regarding one of the larger outstanding balances: the owner of a house on Baywood passed away with no estate; taxes on this property are in arrears. Eileen stated no one owns this house. Villages Services has filed a lien on this property on behalf of FEPOA. While reviewing the other outstanding

balances, many were for a small interest amount for late payment. **Motion** by Hank to forgive interest on overdue accounts, or accounts that were paid slightly late, of amounts of \$5.00 and under; seconded by Barb. **Motion passed unanimously.**

Welcome Committee – Marcy Sigurdson: No activity yet.

Roads and Grounds – Hank Otto: One street light repaired near the intersection of Westgate and Indianriver.

Manager’s Report – Eileen Walsh: Board Certification/Education - Eileen advised that all Board members need to be certified. There is a bill before the Florida legislature that requires HOAs to have websites. In all likelihood, there will be the same thing for POAs. All Directors need their certification put on the Fairview website. Certifications are good for five (5) years. Villages Services will conduct a certification class, date TBD. Eileen will put together a binder for each Board member with certification information. **Motion** by Barb to have Eileen make binders with Board certification information, and to spend funds on the supplies needed for that; seconded by Jackie. **Motion passed unanimously.** Eileen had received a comment asking if the Board meetings could start earlier. She was advised that the 7:00 p.m. meeting time was to accommodate those with daytime jobs. Table until next meeting so that Karla and Sarah can comment.

ACB Report – Judy Whitney: Absent.

New Business: Banking/Signatories – See previous discussion under President’s Comments, above. Amend 2018 Budget – The budget needs to be balanced, as brought up at the Annual Meeting. **Motion** by Jackie to lower the reserve funding expense to \$3,800.00 to balance the budget; seconded by Barb. **Motion passed unanimously.** Welcome Committee – See comment under President’s Comments, above. Ray Tobias, Board Member – Next Steps – Mr. Tobias does not have a house in Fairview, but owns property here and lives in North Carolina. He is eligible to be a Board member. However, he has participated in Fairview Board meetings via phone a few times, but not since last fall. Fairview’s bylaws do not state how many unexcused absences are allowed before a member can be removed. Eileen advised that the Board can ask the membership to vote to remove a member with a two-thirds (2/3) vote. She suggested a letter or email be sent to Mr. Tobias asking him to consider resigning. Eileen will prepare a letter to Mr. Tobias for Dan’s signature.

Old Business: Website – Eileen advised that the new website is not live yet. Board members should review the proposed updated site before it goes live. The ACB needs to be more visible. Steve Tallman (the new website manager at Nature Coast Web Design) is ready to receive changes. Barb stated Board members had already given Eileen some of their comments. Property owners will be able to enter their email through a web portal for property owners only on the website. Their email addresses will not be published; they will only be used by Villages Services for an “email blast” type message, i.e., something inherent to just Fairview Estates. Eileen will find out what format Tallman wants to receive changes in. Jackie and Mark both volunteered to be on the website review committee. Eileen will put the

FL legislature bill proposal in the binders she is preparing. Survey – It was suggested that a mail out be sent to the membership asking their opinion (yes or no) on changing: (1) the number of pets per household; (2) commercial vehicles with signage parking in driveways overnight; and (3) the 48 hour limit on a trailer, boat, RV, etc., parked in a driveway. The mail out should also include a comments section for issues to be considered in the future, and include a return envelope (no stamp) to Villages Services. Ask for response via email or postal mail by a certain date. The Board will review the responses. Eileen will compose the prospective mail out and send it to the Board for review. Landscaping – Eileen sent a revised contract to Precision Care Lawn and Landscaping, for trimming around signs, electrical boxes, etc., in Fairview (the County cuts DRAs and the fronts of undeveloped properties). They will start as soon as Fairview and Precision Care have signed the contract. Floriscape Solutions will start planting around the Fairview sign on March 14.

Board Member Comments: Jackie asked if the Board members were insured. Yes, they are insured by D & O Insurance.

Guest Comments: None.

Setting Date of Next Meeting: Tuesday, April 3, 2018, 7:00 p.m., at Villages Services, 2541 N. Reston Terrace, Hernando.

Adjournment: **Motion** to adjourn by Barb; seconded by Marcy. **Motion passed unanimously.** Meeting adjourned at 8:13 p.m.

Respectfully submitted,

Marcy M. Sigurdson, Secretary

Approved: _____

Date: _____