

FAIRVIEW ESTATES PROPERTY OWNER'S ASSOCIATION
BOARD OF DIRECTORS (BOD) MEETING MINUTES
December 6, 2022

<u>Directors:</u>	<u>Present:</u>	<u>Absent:</u>
Jonathan Richards	X	
Dick Blair	X	
Jackie Duval	X	
Kevin Amedick		X
Scott Granger	X	
Mark Conley	X	
Ray Wolfel	X	
Doug Beard	X	

Call Meeting to Order: Meeting was called to order at 3:02 p.m. by Scott Granger, at the VSC Offices, 2541 N. Reston Terrace, Hernando, FL 34442. A quorum of the Directors was present.

Introduction of Guests Present: (6) in person
Robin Granger (Welcome Committee Acting Chair)
Melody Matsyk (Aztec Resident)
Barb Lauer (Aztec Resident)
Marcie Sigurdson (N Indianhead Resident)
Ron Dillard (Tradewind Resident)
Kathy Mearsha (Tradewind Resident)

Approval of Minutes as presented on the Fairview Estate Webpage:

Motion to approve the November 1, 2022 BOD Meeting Minutes made by Ray Wolfel, seconded by Dick Blair, and unanimously approved.

President's Comments - By Scott Granger:

Mailing #1 was initiated on 11/11. Very good response has been received to date both regarding the content (10 new Resident Logins) and the timely receipt of Assessment payments. VSC invoiced us \$332.16 on 11/22 and this expense was paid in November.

Mailing #2 was initiated on 12/2. VSC invoiced us \$456.72 on 12/4 and this expense will be paid this month.

The draft content for Mailing #3 was developed with input from Jackie and Erica during the month of November. These draft documents were provided to the Board on 11/28 for review. Note that the Intent To Be A Candidate documents nor the final Proxy document can be finalized before the 1/3/2023 Board meeting as we await potential candidate submittals from the Membership. The plan is to provide the Board a final draft of the complete package for review on Monday, 1/2. Final approval of the Mailing #3 content is targeted for completion at the January 2023 Board meeting. I will also provide a draft of the 2022 Accomplishments Summary content for review at the January meeting.

Motion was made to accept the Agenda for the 2023 Annual Meeting as revised to include the action item “Ratification of the 2022 Board, Officers & Resolutions” by Scott Granger, seconded by Dick Blair and unanimously approved.

Motion was made by Scott Granger, seconded by Dick Blair and unanimously approved to proceed with Mailing #3 providing the Final Notice of Meeting, Completed Intent to Run Forms and Proxy documents at an estimated cost of \$1,750 targeted to go out the 1st week of January.

Welcome Committee Report – By Robin Granger:

No visits were completed in November. 4 new residents added to the list and will be visited in December. Welcome Bag supplies are running low and replenishments were initiated with different community partners. We have supplies from several partners to make up 25 additional bags, and will be picking up the remainder of the items at the end of Dec.

Melody Matsyk specifically indicated that she was pleased with the content included in her welcome package, especially the packet of flower seeds.

Financial Report – By Dick Blair:

Motion to approve November, 2022 Final Financial Statements made by Dick Blair, seconded by Doug Beard, and unanimously approved.

Dick also indicated he had ordered a new “For Deposit Only” stamp for the new Truist account set up this year.

Additionally, discussion ensued about the 2022 expenses that would accrue but not be disbursed until 2023. Dick Blair suggested we set up a prepaid item for said expenses.

A **Motion** to set up a prepayment in the amount of whatever remains unspent in the budget to include the cost of the Mailing #3 (approx. \$1750), Up to \$150 for refreshments for the Annual meeting, and the excess remaining to be accrued for possible legal costs incurred in 2023 for expected legal action involving the ACB Committee in connection with enforcement of covenants on behalf of the Association was made by Scott Granger, seconded by Dick Blair and unanimously approved.

Report from Contract Review Committee – Mark Conley:

Mark gave a recap of the Committee's actions during the month of November. He indicated Scott Granger signed the contract with VSC on Friday, 11/4, then shared a copy of the executed contract with all Board members immediately thereafter. The start date of the new contract is 1/1/2023. Mark noted that while the contract was a big improvement over the prior situation without a definitive contract between the Association and VSC, the Board should plan to seek improvements in some of the items that the Association was not able to have included in this contract.

A new invoice for the general liability coverage effective January 1, 2023 through January 1, 2024 was received at a price 20% higher than our 10% budget expectations. Jackie Duval called David Bird to discuss the higher than expected pricing based on our earlier conversations with him regarding same. We were told that the insurance industry had experienced greater than expected claims during 2022 and since many insurance companies were actually looking to leave the Florida market, the remaining carriers must take up the slack. The rates for the Florida Insurance fund also went up 400% in 2022. However, after some negotiating by Mrs. Duval, Mr. Bird agreed to request a reduction from the underwriters, and we were able to get a reduction of 10% in the gross premium. This lowered our premium to \$3,802.56 with a paid in full price of \$3,422.10. (New invoice received and approved for payment.)

A **Motion** was made to approve payment of the insurance invoice not to exceed \$3,500.00 when received, was made by Jackie Duval, seconded by Dick Blair and unanimously approved.

Roads and Grounds Report – By Scott Granger:

The Association had the trees cleared back from the sign area to allow for better growth and visibility of the new plantings. Fernandez Landscaping completed this clearing on 12/2/22.

Kevin Amedick and the Landscape Committee, with the help of Doug & Teresa Beard, provided tasteful decorations for the holiday season at a cost of \$150.35. The decorations were installed on 12/2.

Missing Letters for the sign have been ordered. They will cost \$284.55 to replace. This is the community's first incidence of vandalism at the entry sign ever.

Jackie Duval noted that our sign lights were not on at dark. Kevin checked and the timer is set for 6:30 p.m. but since it is getting dark earlier, he will check on this item at his earliest possibility.

ACB Report – By Ray Wolfel:

The Committee approved 5 new ACB Requests submitted in November. Lists of open and satisfied violations of the ACB Covenants has been sent to the Directors. There are currently 4 unresolved issues and 1 resolved issue on the November, 2022 reports.

There are two unresolved issues that were brought to the attention of the Board by the ACB Committee. The ACB has personally contacted the Members, and provided all required letters, and neither Member is making the necessary corrections nor have they provided any explanations as to why the repairs/issues remain unresolved. As the Committee has exhausted their remedies, they now request the Board approve fines for the Fine Committee to consider.

Motion by Jon Richards to approve imposing a fine in the amount of \$100 per day for 1 violation for account F-021 and send to a Fine Committee hearing, seconded by Ray Wolfel, and unanimously approved. The maximum total this potential fine can be is \$1,000.

Motion by Jon Richards to approve imposing a fine in the amount of \$100 per day for each of the 5 individual violations (\$500 per day) for account M-035 and send to a Fine Committee hearing, seconded by Ray Wolfel, and unanimously approved. The maximum total this potential fine can be is \$5,000.

Manager's Report – Scott Granger for Erica King:

Finance Report:

- November 2022 Financial Reports were sent to the Board on December 1, 2022

Home & Lot Sales:

- Two (2) new home sales from 11/2/2022 to 12/1/2022: Welcome packets mailed.
 - 3914 N Longvalley
 - 3510 N Indianhead

Updates:

- Violation/CCR updated and emailed to the Board on 12/1/2022. Scott has requested this be discontinued until Erica is able to reconcile this report to the ACB Committee's report. In the meantime the Board should review the report sent by the ACB committee for details.
- The only outstanding account on the outstanding AR is Account L-002 for \$1000 violation fine. No other homeowners are outstanding currently.
- Signs were posted in the community on Friday, December 2, 2022

Upcoming Meetings:

- Board Meeting – January 3, 2023 at 3:00 PM at VSC Office
- Workshop Meeting – January 10, 2023 at 3:00 pm at VSC Office
- Annual Meeting – February 7, 2023 at 6:15 PM at Good Shepherd Lutheran Church

Unfinished Business: None**New Business:**

A Directors Workshop meeting focused on initial discussions of 2023 Officer and Committee Nominations was suggested and approved to take place on Tuesday, 1/10/2023 at 3:00 p.m. All Members submitting an Intent to Run form or a Volunteer request form who is not a Director will also be invited to attend.

Board Member Comments:

With this being the last scheduled Board of Directors meeting for 2022, Scott Granger expressed his appreciation to all in attendance for their efforts throughout the year and wished everyone a Merry and Blessed Christmas along with a Happy, Healthy and Prosperous 2023.

Date of the Next Monthly Board Meeting: January 3, 2023 at 3:00 p.m. at VSC offices.

Adjournment:

Motion to adjourn made by Dick Blair and seconded by Jon Richards. Meeting adjourned by unanimous vote at 4:18 p.m.

Respectfully submitted By:

__Signature on File__

Jackie Duval, Secretary

Approved by the membership as written above on: 1/3/2023