

Estates of Tanglewood Lakes Homeowners Association Board of Directors Meeting
August 4, 2008

Since there was no quorum at the regularly scheduled meeting on July 21, 2008, the meeting was not convened. It was rescheduled for August 4, 2008.

The scheduled Board of Directors meeting was held Monday, August 4, 2008.

Members present were Dave Weber, John Napoli, Audrey Carballo, and Nelly Gordillo of MMI.

Members absent were Harry Stevens, and Jose Ockerman.

- I. **Call to Order:** Meeting was called to order at 7:10pm by Dave Weber.
- II. **Minutes:** Dave asked if anyone had any questions about the minutes. John made a motion to approve the minutes as written. Audrey seconded. Motion carried and the minutes were approved as read.
- III. **Treasurer's Report:** Harry was not present for the meeting. He left checks which required signatures. He also submitted a report to Nelly. He also inquired as to the status of the Activity Report and Nelly said she sent it. Harry forwarded his financial report to the Board via e-mail. Harry also submitted a quote from *Beautiful Mailboxes* for \$ 26,473.50, which includes installation. There is a possibility of financing. The mailboxes would be aluminum. John stated his mailbox has a bar code on the inside which was placed there by the USPS. This code is used by the carriers and scanned when the mail is delivered to John's mailbox. Nelly said she would notify USPS and tell us how we need to proceed to change the mailbox and still adhere to USPS procedures.
- IV. **Fines Committee Report:**
The Fines Committee met July 21, 2008 and fined \$ 25.00 to Lot # 17 for running the gate.
- V. **Architectural Committee Report:**
Lot # 28 – the committee decided not to approve 'Terra Cotta' as the requested color for their driveway. They did approve 'Cement' as an alternative color.
Audrey stated the colors which were approved are old and haven't been changed since 2005. She will give the entire color palate to the Architectural Committee so they can review and submit updated color suggestions to the BOD.
- VI. **Old Business:**
 - a. Collections –
 - Lot # 17 - Sent full payment but the check was returned for insufficient funds. The attorneys were contacted and said after 30 days (August 28th) the attorneys will schedule a sale date.
 - Lot # 79 has not sent any monies. Nelly sent a letter to the attorneys asking for a lien.
 - Lot # 90 - Nelly said they should have already filed for foreclosure.
 - b. Seal Coating and Striping – Miguel Lopez Company is doing touch-ups throughout the community. Re-striping of speed humps still need to be done as per Bob from the Miguel Lopez Company.
 - c. Landscaping – Mr. Jarvis still has not submitted an itemized bill for services rendered. Until he does, he will not receive any payment.
 - d. Rust/Pressure Cleaning of Sidewalks – Nelly spoke to Hartzell and Hartzell is in agreement that it MUST provide protection for residents grass when it applies the rust treatment.
 - e. Hollybrook follow up – This item was tabled until the next meeting.

- f. Gate incidents/procedures – There were several incidents in July. Lot # 15 was given a Gate Systems invoice which included our expenses for a total of \$ 269.00. Nelly sent a regular (not certified) letter already and will send another follow up letter in 2 weeks. Another instance where the gate was broken by a truck containing large plastic barrels has been resolved. There is still an instance of a white Suburban car which we cannot find nor get any further information on. The cameras cannot capture temporary paper license tags. They do not light up in the dark. Dave will send an e-mail to Harry to set a date when he needs volunteers to help re-position the cameras so we get a better view of the car & license tags. The Fines committee will come up with procedures for handling damage to our gate system.
- g. Lamp replacement in front of marquee – A company has been contracted and will finish the job soon. Dave needs the contractor to know the landscaping must be in the same condition it was when the job began. That is new landscaping and we do not want it destroyed because of the installation of a light fixture.
- h. Gate house repairs – ALCHA Corp proposal is for \$ 1, 235.00. In the proposal, nothing was mentioned about insulation or a vapor barrier. Nelly will set up a meeting with Dave, Harry and the company to see the feasibility of including additions to the bid. This item was tabled until the next meeting.
- i. Association Website - There was a concern about the wording of the site development portion of the website. The BOD felt the current wording led the public to believe the Association was paying for site development and maintenance. Audrey assured the BOD this service (through her company) is free. The BOD asked that the wording be changed to read ‘site development and maintenance is *donated*. Audrey stated that would be no problem and the wording would be changed immediately. The rest of the items were tabled until the next meeting.
- j. Newsletter – Audrey suggested the Tanglewood Tales be published every two months instead of every month because of the cost involved with mailings. Discussion ensued and it was decided the item would be tabled until the next meeting. Audrey also thanked Nelly for providing a few more e-mail addresses.
- k. Hurricane Plan - This item is tabled for the next meeting.
- l. Violations – There were no comments or discussions on this agenda item.

VII. **New Business:**

- a. Resignation of previous Secretary/Appointment of new Secretary - Carol Gonsalves resigned as secretary. Audrey Carballo (Lot # 24) volunteered to be the secretary. Linda Elizalde (Lot # 74) expressed interest in being a Board member and was advised by Dave that she first must resign from the Fines Committee in order to be considered for the BOD position. John motioned that Audrey be appointed secretary. Dave seconded. Motion carried and Audrey was appointed Secretary, effective August 4, 2008.
- b. Envelope/Coupon costs – Concerns were brought forth by the Treasurer as to why the cost of the envelopes went up in the middle of the contract with MMI. Nancy DeFazio from MMI was contacted and the charges were reversed and the cost of the envelopes will remain the same until the contract with MMI comes up for renewal on March 31, 2009. The MMI Online payment assessment was contested. Nancy DeFazio also reversed the additional charges for the higher coupon costs.
- c. 2009 Budget – Nelly advised a separate Budget meeting/workshop by the end of October. This meeting would be open to all residents.

VIII. **Open Forum:**

- a. Audrey inquired as to what the BOD wanted as their website e-mail addresses. It was agreed they would be: firstnamelastname @eotlakes.com.

- b. In keeping with the spirit of community, it was suggested that a 'Featured Home of the Month' be displayed on the website as a token of pride in our community. Each month, a different home would be selected to represent our neighborhood and have the distinction of being recognized as an example to the homeowners.
- c. Discussion concerning Merchants who want to advertise on our website. Discussion ensued and the consensus was to table this item until the next meeting.

IX. Adjournment:

Audrey motioned for adjournment. John seconded. Motion carried. With no further business to discuss, meeting was adjourned at 9:04 pm.

The next meeting date is scheduled for August 18th, 2008 at 7:00 pm at the Florida Bible School.

Respectfully submitted,

Audrey Carballo, Secretary
Estates of Tanglewood Lakes Homeowners Association
August 11, 2008