

APPROVED –Minutes
Board of Directors Meeting
The Woods Community Association, Inc.
March 26, 2009 at 7:00 pm
The Woods Clubhouse

Present – Steve Thomaston, Rich Burna, Mary Boggs, Alison Garcia, Jim Blache, Dave Czerw, Chairperson Finance Committee; Joann Orlando, ARC Committee; Mike Hersey, Streets and Drains Committee; Darrel Giddens and Betty Hudson, Giddens Security; Jack Klotzner, Rover Giddens Security; Earl Pafford, The Woods Maintenance; Caryn Scott, Property Manager – Marsh Landing Management Company.

Establish a Quorum and Call to Order: President Steve Thomaston established that a quorum of the Directors was present and called the meeting to order.

Reading of Minutes from the February 26, 2009: **Steve Thomaston** made a **motion** to approve the minutes with the type changes Mary Boggs stated. **Alison Garcia seconded the motion. All members present voted Aye.**

Giddens Security Report – Betty Hudson

Betty Hudson reported that there were 52 tickets with one tow this month. Darrell Giddens stated he has been working with Peter Kenny on getting bids for the camera system at the gates. S.A.F.E. may not be eligible for bidding since we have not received proof of liability and worker's compensation insurance. Certified Security Systems has been out to the property but has not yet submitted a bid. We need to have three bids and we only have two (not including S.A.F.E.). Access Limited had a bid that was four times that of the others. We need to look into this variance. Gordon Scott is going to contact someone as well. The Board requested all information to be forwarded via email for their review.

Manager's Report – Caryn Scott, Marsh Landing Management

- Property inspection:
 - 37 new violation letters sent
 - 15 second violation notices sent
 - 13 Final notices prior to being sent to attorneys
 - 34 removed/compliance
 - 5 need to sent for attorney letter
- Delinquency Attached as of 3-26-09- \$63,447.58
 - \$51,171.02 at the attorney's office
 - \$ 296.49 under bankruptcy
 - \$11,980.07 Current delinquencies

Marsh Landing Management is looking into the expense of charging dues on a monthly basis vs. quarterly. Rich Burna stated we should look into giving homeowners options to go monthly or quarterly. Caryn Scott, with the agreement of Mary Boggs, stated this would be difficult for the accounting department at MLMC.

Description of Delinquency:

Balances older than July 1, 2006: \$2,299.24

Legal Fees outstanding: \$8,440.01

Late Fees Outstanding: \$9,299.40

Quarterly Dues Outstanding: \$ 43,173.07

Clubhouse Cleaning \$22.86

NSF fee - \$93.00

Misc charges: 120.00

Aging Breakdown:

Current Month	30	60	90 (+)	Total
1,538.86	1,316.00	17,220.00	43,372.72	63,447.58

Caryn Scott supplied a list of five homeowners that need to be sent to the attorney for violation letters. **Steve Thomaston** made a **motion** to send the five homeowners to the attorney. **Alison Garcia** seconded the motion. **Mary Boggs** voted nay, **all other members present voted Aye. Motion passed.**

Caryn Scott spoke in regard to the Marsh Landing Management Collection Policy and asked if the Board had any questions or comments. Also, Caryn stated that some of the communities of MLMC have decided to turn over large delinquencies to Brett Abner to try to collect. **Steve Thomaston** made a **motion** to turn over the collection for 12866 Winged Elm Drive N to the above listed collection attorney. **Rich Burna** seconded the motion. **All members present voted Aye.**

Mary Boggs requested that the meeting minutes reflect that The Woods Community will not take over maintenance of the landscaping on Hodges until the City of Jacksonville installs all irrigation as stated in the letter signed by Chuck Newman in 2006.

Reports by Committee Chairs:

Finance Committee – Dave Czerw, Chairperson

Dave Czerw stated he has worked with Brett Abner in the past and has been very impressed with his work.

The community is operating with a \$30,000.00 surplus at the end of February. The Reserve fund is currently 92% funded. The budget sub committee will meet in April to begin the 2010 budget process.

The Finance Committee recommends the purchase of a \$100,000 CD (out of the Reserve Money Market at SunTrust) at the BB&T Queens Harbor branch with a term of nine months and APR and APY at 1.5%. **Steve Thomaston** made a **motion** to purchase the CD. **Rich Burna** seconded the motion. **All members present voted Aye.**

Dave Czerw stated that there are many factors that influence his Committee's decision in choosing a bank to purchase CD's. These include: location, stability, checking account requirements and FDIC insured balances. He also stated that the Finance Committee is looking into credit unions for CD options.

Dave Czerw is waiting on an estimate from Druex Isaac for an off site update of our Reserve Study that was done in 2006.

For the 2010 budget, Steve Thomaston requested that a line item be added for Tree Removal. Earl Pafford requested we start looking into replacing some of the trees that are being removed.

Recreation –No chairperson at this time

Caryn Scott submitted the new contract for the lifeguard services. This was just received today so it has not been submitted to the Finance Committee for review. **Steve Thomaston** made a **motion** to approve the contract if the Finance Committee approves it through an e-mail review. **Mary Boggs seconded the motion. All members present voted Aye.**

The 4th of July party will be organized by Steve Thomaston and Alison Garcia. Steve stated we should expect to spend more money this year since Publix has been covering full costs of food for the last few years and we can't expect them to continue.

Architectural Review Committee –Larry DeCaires, Chairperson (not present)

Joann Orlando stated that the ARC now has four members: Larry DeCaires, Diane Stephens, Ron Norvelle and herself. The previous meeting minutes (Feb '09) stated that Mike Novelli joined the committee. This was an error.

Rich Burna requested a flagpole and an American Flag be purchased for the front of the Atlantic Gate guardhouse. Jim Blache will get prices.

Streets & Drains –Mike Hersey, Chairperson

Mike Hersey stated the work at five bridges has been completed. Pond 16 cleaning will cost \$4,850.00 with an additional \$700.00 for the excess debris discarded in the common area behind 2160 Spanish Moss Drive. This additional cost will be charged back to the homeowner. This homeowner has been sent to the attorney in regard to illegal dumping. The Woods Drive project (asphalt and removal of the island) is scheduled to begin on Monday (March 30). They expect the closure to only be three days weather permitting. The Streets & Drains Committee is looking into getting bids for curb repair/replacement of 329 square feet of curbing that has been damaged throughout the property. The pond located at the clubhouse does not have any issues with the drainage pipes; the issue is in the ditch where the pond drains. This ditch needs to be cleaned out and Earl Pafford will submit a cost analysis for this project. Also, the Committee is getting bids for Woods Drive E repaving due to the continual flooding that used to occur from Yaupon Place to Palmetto Glade. Rich Burna requested that they go ahead and get the bid to repave the area all the way to the apron

of the east bridge. The Committee has started looking into budget item requests for 2010 including the upkeep of the Sandalwood Canal and the Hodges fence replacement.

Rules & Safety –Peter Kenny, Chairperson (not present)

Rich Burna discussed the camera bids and stated that Peter Kenny was elected Chairman of the Rules Committee.

Rich Burna stated he would like for Steve Thomaston to get the Covenant and Bylaws workshop scheduled so that they can be completed. There was only one issue that needed to be removed.

Homeowner's Open Forum

Rich Burna stated that when he purchased a new home here at The Woods, he was not given any Rules or Covenants and Bylaws when purchasing. He stated that we need to make sure all new homeowners are aware of the rules.

Steve Thomaston adjourned the meeting.