

APPROVED –Minutes
Board of Directors Meeting
The Woods Community Association, Inc.
May 28, 2009 at 7:00 pm
The Woods Clubhouse

Present – Steve Thomaston, Rich Burna, Mary Boggs, Alison Garcia, Jim Blache, Board members; Dave Czerw, Chairperson Finance Committee; Larry DeCaires, Chairperson ARC Committee; Peter Kenny, Rules & Safety, Betty Hudson and Tony Ewest, 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 April 30, 2009: **Jim Blache** made a **motion** to approve the minutes. **Alison Garcia** **seconded the motion**. **All members present voted Aye.**

Giddens Security Report – Betty Hudson

Betty Hudson reported that there were 47 tickets with no tows this month. Several of the tickets written were second notices with warnings that the third violation would be a tow. On May 7th, there were two boys reported missing, but were found later that evening. We are having problems with the kids “egging” vehicles as they are driving. They are hiding in the wooded areas and we have been unable to locate them. On April 30, 2009 there was a vehicle caught doing “donuts” on the soccer field. The police were called and they issued a trespassing warrant for one year for the community center. Parents were present. All gates are working fine at this time. There are two gate arms that need to be replaced. The Hodges gate needs a microwave. Caryn Scott reported that someone from the Carrol family on Shumard Place broke the gate arm. The barcode was deactivated. They have been sent a bill for damage.

Property Manager’s Report – Caryn Scott

- Property inspection:
 - 43 new violation letters sent
 - 16 second violation notices sent
 - 9 Final notices prior to being sent to attorneys
 - 29 removed/compliance
 - 4 need to sent for attorney letter

- Delinquency Attached as of 5-26-2009- \$67,881.75
 - \$52,559.61 at the attorney’s office
 - \$ 264.07 under bankruptcy
 - \$15,058.07 Current delinquencies

Description of Delinquency:

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

Legal Fees outstanding: \$11,285.00

Late Fees Outstanding: \$8,768.00

Quarterly Dues Outstanding: \$ 45,329.51

Misc charges: \$200.00

Aging Breakdown:

Current Month	30	60	90 (+)	Total
3,520.00	18,782.07	675.00	44,904.68	67,881.75

Caryn Scott stated that only one homeowner has agreed to the payment plan that was approved by the Board last month. There were six letters sent.

Steve Thomaston made a **motion** to turn over only one violation (Crandall) to the attorney for a letter to be sent. **Mary Boggs seconded the motion. All members present voted Aye.** Alison Garcia is going to contact Nagy and Peggy McCoy to try to get them to take care of their violations in order to avoid being sent to the attorney. Rich Burna requested McGee on Fallen Tree be sent to the attorney on the lawn.

Jim Blache made a **motion** to begin charging the dues on a monthly basis starting January 1, 2009 and increasing our management contract \$1,700.00 per year for this service (this increase does not include the cost of the coupons). **Mary Boggs seconded the motion. Jim Blache, Mary Boggs, Alison Garcia and Rich Burna voted Aye. Steve Thomaston voted Nay. Motion passed.** The Board has requested that the dues be rounded to the nearest dollar.

Reports by Committee Chairs:

Finance Committee – Dave Czerw, Chairperson

The community is operating within the budget with a surplus of \$57,260.00.

The Finance Committee **recommends** that the proposal from Bell’s Concrete to repair curbing for the amount of \$8,554.92 is in the budget and funds are available. It is noted that only one proposal was submitted to the Finance Committee and it is their understanding that only one bid was received by the Streets and Drains Committee.

The Finance Committee **recommends** that the operating surplus from 2008 (Balance sheet line item # 600 – Fund Balance) in the amount of \$51,735.58 be left in the Fund Balance for now and be reviewed in August 2009 for transfer to the Reserve Fund. This is per the recommendation of Janice Lake, our CPA, who was present at the Finance Committee meeting. The balance may be transferred later in the year to practice an abundance of caution in this difficult economic environment. No motion required at this time.

FDIC has extended the \$250,000.00 deposit insurance until the end of 2013. The Finance Committee **recommends** that we do not purchase any additional CD’s at this

time. SunTrust currently has a net worth of 17 Billion – so no concerns at this time. The Finance Committee will continue to watch this.

2010 Budget – the first draft has been completed. The budget was completed with the assumption that we will operate within the budget this year with a 3% increase for inflation. To meet the goal for the reserve fund balance next year they expect a 5% increase. They feel we can have a 0% increase if we do a tight budget next year, without the “cushion” they have budgeted for previously. \$886,000 is the reserve fund amount to be collected for 2010. We are currently almost fully funded on our reserve for 2009 based on the schedule provided in the reserve study completed in 2005. The Finance Committee will be getting a reserve update this year to make sure our numbers are still accurate.

Recreation –No chairperson at this time

Alison Garcia stated that the 4th of July party is scheduled. She has spoken with the manager at Publix and they are going to continue helping with this project. Alison is going to contact Greg Grant (resident) to get his costs for the “bouncy houses”.

The Swim Team would like to hold a clinic Friday mornings (June 12, 19, 26 and July 10 & 17th) from 9:00am to 10:00am. The Board all agreed.

Steve Thomaston asked if the reserve funds for the tennis roller were available. There was \$10,000.00 projected for 2009 in the reserve funds. Dave Czerw stated the funds are available at this time.

Buddy Pafford stated we are having problems with the ducks in the pool. Jim Blache recommended they put fishing line across the top of the pool and this will prevent the ducks coming into the pool.

Architectural Review Committee –Larry DeCaires, Chairperson

Larry DeCaires stated he has new members and things are going well.

Streets & Drains – Mike Hersey, Chairperson (not present)

The Streets & Drains Committee (presented by Jim Blache) **recommends** curb repair in the amount of \$8,554.92. Per the Finance Committee, funds are available. **Steve Thomaston** made a **motion** to approve the recommended bid. **Rich Burna seconded the motion. All members present voted Aye.**

The City of Jacksonville has stated they expect the Hodges project to be completed by September 2009.

Jim Blache stated that the Committee has put the project on the Woods Drive E from Palmetto Glade to the east bridge, on hold for now. Since the ditch clean out project at 5 bridges has been completed, there have been no additional flooding issues.

Duval Asphalt is bidding to re-design the community center parking lot. This includes widening the access road to 12 feet, moving the dumpster, making the parking lot only

one way and adding additional parking spaces on the street. As soon as the bid is received it will be submitted to Finance Committee and the Board for approval.

Rules & Safety –Peter Kenny, Chairperson

Rules & Safety requested that Caryn Scott research how many residents and guests come through each gate from 11:00pm to 7:00am. The Rules Committee would like to research the possibility of closing one gate from the 11pm-7am shift.

Peter Kenny stated that the Rules & Safety Committee should have a recommendation for the cameras at the gate by the next board meeting. The Board has been provided with the current proposals that are being considered.

Bylaws and Covenants & Restrictions

Rich Burna made a **motion** to approve the proposed “Amended and Restated Bylaws of The Woods Community Associations, Inc” with the following changes:

4.10 Powers and Duties: (a) In accordance with the Articles, Declarations, and Bylaws, to make regular *assessments* and *to* recommend special assessments ...

6.6 Audit: *In addition to the annual audit*, an audit of the accounts...

Mary Boggs seconded the motion. All members present (Steve Thomaston, Rich Burna, Mary Boggs, Jim Blache and Alison Garcia) voted Aye. Motion passed unanimously.

Alison Garcia made a **motion** to approve the proposed “The Woods Declaration of Covenants and Restrictions” as presented. **Jim Blache seconded the motion. All members present (Steve Thomaston, Rich Burna, Mary Boggs, Jim Blache and Alison Garcia) voted Aye. Motion passed unanimously.**

There will be a notice put in the Woodsette that the homeowner vote will take place at the annual meeting in November. We will post the proposed changes to the website and a hard copy will be available at the office.

Rich Burna requested that the attorney be asked the rules for proxies and ballots. Is a proxy required to submit an absentee ballot? Caryn Scott stated that if the person is not present at the meeting, then a proxy is required. However, Caryn Scott will submit this question to the attorney.

Homeowner’s Open Forum

No questions presented.

Steve Thomaston adjourned the meeting.