

UNAPPROVED –Minutes
Board of Directors Meeting
The Woods Community Association, Inc.
October 25th, 2007 at 7:00 pm
The Woods Clubhouse

Present – Dewey Marshall, President; Rich Burna, Vice President; Mary Boggs, Treasurer; Gail Wilson, Secretary; Beth Pabst, Director; Dave Czerw, Chairperson Finance Committee; Larry Decaires & John Durante, ARC Co-Chairpersons; Alison Garcia, Chairperson Recreation Committee; Jim Blache, Chairperson Streets & Drains Committee; Lori Abramson, Chairperson Covenants Committee; Captain Jason Williams, Supervisor Giddens Security; Lance Norman, Security Guard Giddens Security; Caryn Scott, Property Manager – Marsh Landing Management Company.

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

Reading of Minutes from the September 27, 2007: Gail Wilson made a motion to approve the minutes with the type changes, change wording for proposed budget “will show” 5% increase and that Dewey Marshall donated the pepper plants. **Rich Burna seconded the motion. All members present voted Aye.**

President’s Report (Dewey Marshall):

We would like to give a special thanks to Jan Miller for adding the new landscaping at the Atlantic Gate. The much-needed rain over the past few weeks has been great for our lawns. Now we all need to take a look at our roofs for excess mildew. Please check your roof and if necessary, get it cleaned. In discussions with City Streets and Drains representatives, it was discovered that all the precipitation equaled a 100-year rain. Our drains and waterways are designed to handle a 25-year rain.

Our By Laws and Covenants have been reviewed with the attorneys of Rogers & Towers. There were no errors found. The recommendation is to get the By Laws passed first.

The current board has accomplished a lot this year: JEA installed a new street light at Viburnum Court, the street markings were changed at the Atlantic exit, and two new members are requesting to join the community. That will leave 4 non members in the community. The Board has worked extensively with the City on the Hodges project. The Board was able to stay under budget in 2007.

I would like to thank our outgoing board members: Gail Wilson, Beth Pabst, and Mary Boggs (Mary is running again) for all their support and efforts on behalf of our residents. I would also like to thank our committee chairs: Nancy Mull (ARC) who has put in her letter of resignation effective 10-25-07, Allison Garcia (Recreation) who sponsored the 4th of July party, the Halloween party and the Fall Festival, Dave Czerw (Finance) who has helped keep us under budget, Juan Moreno (Rules & Safety) who has worked closely with Giddens Security, and Jim Blache (Streets & Drains) who has overseen our swale projects. With the assistance and hard work of these individuals, The Woods is a better place to live.

Giddens Security Report – (Jason Williams):

For October the Rover:

- Issued 28 tickets and 3 vehicles towed
- Responded to or notified JSO on 3 occasions
- Street lights out throughout the property has been reported to Management.

- Handling of packages at the guard house was discussed – the guards cannot accept packages for homeowners.
- Several guests were denied entry due to no authorization
- Incident with a homeowner having firecrackers thrown at her vehicle – Giddens Security will follow up after the meeting
- Solicitors were reported by homeowners and JSO was called –it was JEA notifying the residents of a water shut off
- Betty Hudson is back on the property after a long absence due to surgery
- JSO was on site giving out tickets (10-25-07)

Dewey Marshall requested in the future that if there is a death in the family the guards should contact the Management to try to work through the situation with open gate policies.

Beth Pabst requested that when a guard closes to use the restroom that all gate arms should be in the down position.

Manager's Report – Caryn Scott, Marsh Landing Management

Projects Completed:

➤ Property inspection:

- 64 new violation letters sent
- 49 second violation notices sent
- 30 Final notices prior to being sent to attorneys
- 174 removed/compliance
- 7 Need to send to attorney (Board Review)

Projects in Progress:

➤ Delinquency Attached as of 10-25-07- \$70,450.53

- \$27,487.25 at the attorney's office
- \$958.28 under bankruptcy
- \$42,005.00 Current delinquencies
- New Liens being filed this month: 4
- Foreclosures Pending: 7

Other Items:

The total ballots & proxies received as of today: 60

Arbitration/Mediation List – **Gail Wilson** made a **motion** to turn over all violations except for 12875 Squirrel Tree Court and 2032 Bent Pine Court. **Rich Burna** **seconded the motion. All members present voted Aye.**

Attorney Letter violation list – **Rich Burna** made a **motion** to send all violations on the list to the attorney. **Mary Boggs** **seconded the motion. All members present voted Aye.**

Discussion on allowing homeowners to enter their neighbors yards to help maintain. Dewey Marshall stated the board cannot give permission to anyone to enter another homeowner's lawn.

Reports by Committee Chairs:

Finance Committee – Dave Czerw

We are operating within budget. Update can be found in the Woodsette. SunTrust – the majority of our funds are in a money market account and we have been guaranteed a 4.5% interest rate through the end of November. The proposed budget has been mailed to the homeowners.

The request from the Recreation Committee to purchase the two new swings – funds are available.

The lake management contract for Charles Aquatic is within the budget in 2008.

Recreation – Alison Garcia

Recreation Committee **recommends** the purchase of two new infant swings for the playground at 94.99 each. **Mary Boggs** made a **motion** to accept the recommendation. **Gail Wilson seconded the motion. All members present voted Aye.**

Updates were given in the Halloween Contest and the Fall Festival. Steve Thomaston, Kathy Thomaston and Dewey Marshall will be our judges at the Halloween contest.

Architectural Review Committee – John Durante & Larry DeCaires

ARC chairperson, Nancy Mull, recommends that Larry DeCaires and John Durante co-chair the ARC effective 10-25-07. **All members of the Board agreed to allow the co-chairing of the ARC as shown above.**

ARC has referred to the Board a request from Lance Lamport, 1665 Tall Tree Drive E, to install a shed in their backyard which exceeds our height restriction; Nancy Mull (as reported by John Durante) stated she felt this would not be visible to other homeowners. **Gail Wilson** made a **motion** to approve the shed with the 10 foot height. **Beth Pabst seconded the motion. All members present voted Aye.**

Streets & Drains – Jim Blache

Streets & Drains Committee **recommends** Charles Aquatic for the lake management contract for 2008. **Gail Wilson seconded the recommendation.** Discussion occurred as to what was included in this contract in comparison to the other bids and references for the company. **All members present voted Aye.**

We have decided to wait to install new fish until the new contract is in effect. Jim Blache confirmed that we are not going to be stocking the fish this year (2007). Charles Aquatic is aware that we are low on fish population at this time.

The pond located at Spanish Moss Drive and Winding Creek Lane – we suggest that the Board get a survey done to show each homeowner how far they are required to move their fences. Dewey Marshall stated he is still researching this.

There is a drain at Woods Drive South (behind homes in the wetlands) that needs to be fixed in order to better drain in that area. Bold City Irrigation will be coming out to give a bid on this project.

The Committee is requesting that Buddy and Tommy regulate the homes with swales to make sure they are not changing their exterior landscape to remove the swales. Rich Burna believes the attorney should be contacted to find out the legality of charging homeowners for the cost of restoring the swales. Rich Burna stated the Management should oversee this and send violation notices that the swale should be repaired and if they don't then turn the file over to the attorney.

The road conditions were discussed.

Rules & Safety – Juan Moreno (not present)

No one present from the committee to present a report. Buddy stated that Barkowski Electric was out today to repair all the lights at the community center.

Covenants & WOW – Lori Abramson (not present at the time of report)

By Laws and Covenants is presented by Dewey Marshall. The attorney gave their approval on the changes. Rich Burna made a statement that he needed some clarification of the By Laws. Dewey Marshall tabled the item until the next regular board meeting.

Jan Miller stated that WOW would be hosting the Meet the Candidates Night on November 7th. Christmas Bazaar will be November 9th and 10th. The clubhouse will be decorated on the 28th of November. There will be about 5 baskets for the Hubbard House this year. Woodsette articles are due by Monday. Jan has \$80.00 left from the Atlantic gate project. Should she add additional flowers at the Hodges gate? The board agreed to put extra flowers at the Hodges gate.

Other:

1. *Two Members to join the association.*

Michael Merrill at 2026 Bent Pine Court – **Gail Wilson** made a **motion** to approve this homeowner to become a member. **Mary Boggs seconded the motion. All members present voted Aye.** Thomas Niznik at 2033 Bent Pine Court -**Gail Wilson** made a **motion** to approve this homeowner to become a member. **Mary Boggs seconded the motion. All members present voted Aye.**

2. *Employee salary and bonus.*

Gail Wilson made a **motion** to give the same year end bonus as last year, equal to two weeks pay for Earl Pafford and Thomas Allen. **Mary Boggs seconded the motion. All other members present voted Aye.** **Rich Burna** made a **motion** to increase the salary 4% on both employees effective 1-1-2008. **Gail Wilson seconded the motion. Dewey Marshall abstained, all other members present voted Aye. (4/1) Motion passed.** Dewey Marshall voiced concerns of continuing to increase at 4% every year that this could increase them “out” of our budget and we should consider keeping the pay raise in line with inflation, example Social Security received a 2.3% and military recommended is a 2.5% pay raise. Rich Burna made a comment that he feels their salaries are competitive with similar jobs.

3. *Employee time sheets*

Gail Wilson made a **motion** to continue using the same time sheets they have always used, marking the total hours worked per day. **Mary Boggs seconded the motion.** Discussion on the benefits and downfalls of using this type of time sheet occurred. **Dewey Marshall abstained, all other members present voted Aye. (4/1) Motion passed.**

4. *Committee Bonus and year end gift cards*

Gail Wilson made a **motion** to give \$50.00 gift certificates for active committee members; which Dewey will request a list from the Chairpersons. **Rich Burna seconded the motion. All members present voted Aye.**

Dewey Marshall will speak to Darrell Giddens about the possibility of giving outstanding guards a bonus.

5. *Management Contract* – **Dewey Marshall** made a **motion** to renew the contract with Marsh Landing Management Company. **Gail Wilson seconded the motion. All members present voted Aye.**

6. *Landscape Management Contract* – **Gail Wilson** made a **motion** to sign a 2 year contract with Connors Landscaping using Option 2. **Mary Boggs seconded the motion. All members present voted Aye.**

Homeowner's Open Forum

Steve Thomaston questioned if there was any significant erosion on the bridges after the heavy rains. Dewey Marshall stated there was no visible erosion.

There has been a number of street lights out throughout the property. Management has called these in several times and will contact JEA again tomorrow.

Steve Thomaston requested a copy of the By laws and Covenants to be emailed to him.

Dewey Marshall adjourned the meeting.