

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
LAKE OF THE WOODS OF JACARANDA HOMEOWNERS ASSOCIATION, INC.
TUESDAY, NOVEMBER 6, 2012
3:00 P. M.**

Present: Bruce Callahan, Vice President, Judie Gollwitzer, Secretary, Troy Grieco and Dave Masek, Directors. Jim Kraut for Management and owners in the audience.

The meeting was called to order by the Vice President, Bruce Callahan at 3:04 P. M. at the Lakes of Jacaranda Clubhouse. Roll was called and a quorum was established. Proof of Notice of Meeting was announced, with Notice and Agenda posted at least forty-eight hours in advance. All motions passed at this meeting were unanimously approved by all Directors present, unless otherwise noted.

Approval of the Minutes of the October Board Meeting: MOTION was made by Troy Grieco and seconded by Judie Gollwitzer to approve the minutes of the Board meeting of October 2, 2012, as presented.

MOTION PASSED.

Approval of the Minutes of the Budget Meeting: MOTION was made by Judie Gollwitzer and seconded by Troy Grieco to approve the minutes of the Budget meeting of October 9, 2012, as presented.

MOTION PASSED.

REPORTS OF OFFICERS

- A. President- Joe Beima's Memorial Service November 7 at the clubhouse from 4-6 P. M. Bruce Callahan announced that Joe Beima passed away on October 17, and asked that everyone remember him and his family in their prayers. Mr. Callahan also announced the passing of **Harry Hockett** and asked that he and his family be remember in everyone's prayers, as well.

MOTION was made by Bruce Callahan and seconded by Judie Gollwitzer that "Open Board Position" be moved to this place on the agenda.

MOTION PASSED.

MOTION was made by Judie Gollwitzer and seconded by Troy Grieco to appoint Helmine Junger to fill the remaining term (until February 2014), of Joe Beima on the Board of Directors.

MOTION PASSED.

(For: Callahan, Gollwitzer, Grieco. Against: Masek).

Helmine Junger joined the Board.

1. Survey Mailing: The survey has been written and will go out with the annual meeting mailing.
2. Ladder Height restrictions: John Vidas is allowed to use a tall ladder to hang the holiday lights.
3. Lot J35 Parking Issue: The vehicle in question was reported to have been parked in the same spot for greater than six hours and was ticketed

by a member of the Board. Bruce Callahan cautioned the Board members that violations need to be confirmed before any action of this type is taken.

MOTION was made by Bruce Callahan and seconded by Dave Masek that the Board send a letter to the owners of Lot J35 offering a parking permit of 15 days at the clubhouse or gazebo as temporary relief to their parking issue.

MOTION PASSED.

B. Vice President-Bruce Callahan:

1. Issue with Artistree regarding Grassy Oaks: The complaint has been resolved.
2. **Holiday Decorations: The decorations will be delivered on November 20, and were purchased at a cost to LOWofJ of \$1,916.41.**
3. Volunteers to help decorate: Any and all volunteers are welcomed. John Vidas will work with the group also.
4. Web Administrator: Part of LOJ.

C. Treasurer.

1. Budget for 2013: MOTION was made by Bruce Callahan and seconded by Troy Grieco to mail the proposed 2013 budget to all owners; the budget will be voted on by the Board at the Board meeting of November 27, 2012.
2. Financial Report: The Vice President reviewed the September financial report.
3. Delinquencies: The current report was reviewed and is attached and made a part of these original minutes.

MOTION was made by Bruce Callahan and seconded by Judie Gollwitzer to return Lot W049 to the attorney for collections as the payment plan previously agreed upon has not been followed.

MOTION PASSED.

4. Rentals: None.

D. Secretary – Judie Gollwitzer:

1. Volunteer Luncheon: Report attached. The Board thanked Mrs. Gollwitzer for organizing the successful volunteer luncheon this past Sunday.
2. Memorial Recognition: MOTION was made by Bruce Callahan and seconded by Troy Grieco to purchase a 2 x 6 plaque to be installed on the common area park bench immediately to the South of the clubhouse as a memorial to Joe Beima at a cost not to exceed \$250.00, with the cost equally divided between **LOWofJ** and LOJ.

MOTION PASSED.

E. Director - Troy Grieco:

1. Lighting: The basic lighting is working at both entrances: he is looking at ways to enhance the lighting to make the entrances more appealing.

It was suggested that motion detector lights be installed at the gazebo parking lot.

2. Manhole Inspections: The storm sewers on the private roads will be inspected in the near future.
3. Signage: The Association and County signs need updating. The County will be installing two new "25 MPH" signs; one at the South and one at the North entrance to Lake of the Woods Drive. Once they are installed, all streets within the Association will be 25 MPH.

F. Director – Dave Masek:

1. Mail Station Improvements: MOTION was made by Dave Masek and seconded by Troy Grieco to approve the proposal from Jeffrey Garrahan LLC to paint the gazebo, as presented, providing the appropriate licenses and insurance are in place and the Association is named as an additional insured.

MOTION PASSED.

The project should only take a few days and mail service will be suspended while the work is being done. The owners will be notified by including the schedule in the newsletter and on the website. Management will arrange for the repair of the GFI as soon as possible. John Vidas will paint or stain the wooden posts.

Keys-Caldwell Management Company Report:

A Property Manager - Jim Kraut

1. Covenant Violations: Management reviewed and distributed the latest violation chart and reported that 36 letters had been sent out.
2. Misc. Items: Braytenbah: The Board wanted to verify that the estimate to replant the area was still valid and that the Association would recover all legal costs. Action was deferred until the November 27 Board meeting. The exterior of **Lot #J198**, 512 Purslane Point is in poor condition and surrounding neighbors are complaining about rats. Bruce Callahan spoke with Code Enforcement and the County Health Department requesting help in cleaning up the area. Code Enforcement said that the grass would have to be 12 inches high before they would cite the owner or have it cut. Management will again ask the Association's attorney if the bank can be forced to foreclose on the unit.

SUB-ASSOCIATIONS

- A. Park Estates: Judie Gollwitzer read the roofing report provided by Bud Weber.
- B. LOJ: No report.
- C. Grassy Oaks II: No report.
- D. Grassy Oaks III: No report.

STANDING COMMITTEE REPORTS:

- A. Architectural Review: Tom Davis reviewed the October and November reports, which are attached and made a part of these original minutes. The ARC did a walkthrough of the four newer Neal homes on October 31, and recommended that the \$100.00 deposit be refunded.

MOTION was made by Bruce Callahan and seconded by Judie Gollwitzer to accept the recommendation of the ARC Committee and send the \$100.00 refundable deposits to Neal Homes for Lots # J396, J418, J400 and J535, as soon as possible.

MOTION PASSED.

- B. Lakes and Wetlands – Art Bradley: No report.
- C. Disaster Preparedness – Joe Thiel: The hurricane season ended with only minor issues from Hurricane Isaac. The Humanitarian Relief program, “Sweaters for Long Island” has been very successful and the clothing will be shipped to Staten Island this week. There will be no meeting in November but will have a 2013 planning meeting in December.

MOTION was made by Bruce Callahan and seconded by Judie Gollwitzer to spend up to \$750.00 for generator maintenance service.

MOTION PASSED.

- D. Newsletter & Directory– Judie Gollwitzer: Mrs. Gollwitzer read her report which is attached and made a part of these original minutes. She recommended that the directory be distributed after the 2013 annual meeting so the updated Board of Directors can be included. Management was asked to inform Mrs. Gollwitzer when there is a sale in the community **so the new residents may be included in future directories.**
- E. Security Patrol - Bill Johnson: No report.
- F. Webmaster – Bob Valenziano: Mr. Valenziano read his report which is attached and made a part of these original minutes.

SPECIAL COMMITTEES REPORTS:

- A. Landscaping – Liz Sharp: Bruce Callahan reported that the plantings around the LOJ sign on Lake of the Woods Drive are complete and the light has been repaired. Two Bougainvillea bushes at the North entrance have been removed. Mulch may be needed along certain spots on Lake of the Woods Drive.
- B. Lecture Series: **Judie Gollwitzer announced the upcoming lecture by Dr. Boeke then reviewed her report, which is attached and made a part of these original minutes.**
- C. Social - Bru Murawski: No report.
- D. Writers Group - Kathleen Smith: Judie Gollwitzer reviewed her report, which is attached and made a part of these original minutes.

UNFINISHED BUSINESS:

- A. Review Action Item List: 1). Bocce Court: a survey will be taken. 2). Lake of the Woods Speed Limit Signs: Complete. 3). Speed Bumps: a survey will be taken in the Fall. 4). Pine Removal: a verbal proposal has been received for between \$8,000-\$10,000 to clear a 30’ by 125’ section of Australian Pines. A formal proposal will be submitted in 2013. 5). Dirty Sidewalks: Complete. 6). Broken Lights: billed to Artistree. 7). Gazebo and Mail Station: Covered. 8). Talk to Attorney Ulrich: Management will check with the attorney.

NEW BUSINESS:

A. Open Board Position: Covered.

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B. Homeowner Comments on Agenda Items – 3 minute limit to express viewpoint: 1). Should there be a plaque in the clubhouse listing all Presidents of the Associations? 2). The owner of 513 Lake of the Woods Drive complained about receiving a letter to clean his sidewalk and provided the Board with photographs of other sidewalks and a map of areas he believed the Association should clean before sending letters to owners.

C. Modify Action List: None.

MOTION was made by Judie Gollwitzer and seconded by Dave Masek that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 5:04 P. M. The next meeting will be held on November 27, 2012, at 3:00 P. M., at the Lakes of Jacaranda clubhouse.

Respectfully submitted,

James S. Kraut
For the Secretary