

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
LAKE OF THE WOODS OF JACARANDA HOMEOWNERS ASSOCIATION, INC.
TUESDAY, FEBRUARY 2, 2016
1:30 P. M.**

Present: Bruce Callahan, President, Barbara Hockett, Vice President, Thomas Gaines, Secretary, Gene Washchuk, Treasurer, Judie Gollwitzer, (arriving at 1:32 P. M.), Director, Jim Kraut for Management and owners in the audience.

The meeting was called to order by the President, Bruce Callahan, at 1:30 P. M. at the Lakes of Jacaranda Clubhouse. Roll was called and a quorum was established. Proof of Notice of Meeting 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 last Board meeting: MOTION was made by Barbara Hockett and seconded by Tom Gaines to approve the minutes of the Board meeting of January 5, 2016, as presented.

MOTION PASSED.

DIRECTOR REPORTS

A. President - Bruce Callahan.

1. Final Preparation for Annual Meeting: The annual meeting will be held on February 9, at 6:30 P. M. at the Venice Gardens Community Center. Management is working with Judie Gollwitzer and Barbara Hockett to get the list of meeting volunteers, who will meet at the Venice Gardens Community Center at 5:00 P. M.

Judie Gollwitzer joined the meeting at 1:32 P. M.

The new Board will determine what to do to improve the mail station. Vendors are parking in the two vacant lots, (Lakescene and Silk Oak), and (Lake of the Woods Drive and Fringed Orchid).

MOTION was made by Bruce Callahan and seconded by Judie Gollwitzer to approve the purchase of two signs and posts and have one sign installed on each lot. The signs will read "Private Property, No Trespassing".

B. Vice President-Barbara Hockett.

1. Landscape Report: Allan Williams from Artistree has ordered plants for the monuments; the plants will be installed within the next two weeks. A complaint was received from the owner of Lot # 563 about the excessive trimming of the plants on the monument next to his property. It was the consensus of the Board to let the plants grow back for one month before any further action is taken. The Vice President will check on the mulch application.
2. Volunteer Luncheon: MOTION was made by Judie Gollwitzer and seconded by Barbara Hockett that the Board approve \$1,500 for expenses for the volunteer luncheon.

MOTION PASSED.

C. Treasurer- Gene Washchuk.

1. Financial Report: The year-end financials are being reviewed by the CPA.
2. Aging Report: The current aging report is attached and made a part of these original minutes.

- D. Secretary – Tom Gaines:
1. Communication: 1). Judie Gollwitzer will continue to work communications including the newsletter. 2). There are still database questions that need to be resolved.
 2. Maintenance: 1). Pricing for new mailboxes at the mail station. 2). New wooden railings at the entrance to the bike trail. 3). Price to restore the pump house including replacing the roof.
- E. Director – Judie Gollwitzer: 1). The first trivia night was a great success; Trivia Night will be held every month on the fourth Thursday of the month and is open to all owners. Bingo will also be played. Participants need to bring an appetizer to share and their own beverage. 2). The garage sale will be on Saturday, March 12, with March 13, as the rain date. 3). There will be a lecture held on March 30, at 1:00 P.M. in the clubhouse. All are welcome to attend. 4). There will be a meeting with Bob V. and Keys-Caldwell to discuss issues with the calendar. 5). The next newsletter will come out after the annual meeting. 6). The directory updates are being made; directories will be handed out at the annual meeting. Volunteers will be sought to distribute the updates.
- F. Keys-Caldwell Management Company Report:
Property Manager - Jim Kraut
1. Covenant Violations: The drivethru was done last Friday and 28 violations were recorded, mostly for dirty roofs and driveways.

MOTION was made by Bruce Callahan and seconded by Judie Gollwitzer to refer Lot W086 (357 Woodvale), over to the Compliance Committee for non-compliance regarding a dirty roof.

MOTION PASSED.

2. Misc Items: None.

SUB-ASSOCIATIONS

- A. Park Estates: 1). The PE Board requested that all PE ARC requests be referred the LOW ARC Committee so that they can be addressed on a scheduled instead of an on demand basis.

MOTION was made Bruce Callahan and seconded by Judie Gollwitzer to accept the formal, written request that the Park Estates ARC requests be referred to the LOW ARC, as amended and after being signed by the approved signor from both Associations.

MOTION PASSED.

A new ARC approval stamp must be ordered.

- B. LOJ: no report.
- C. Grassy Oaks II: No report.
- D. Grassy Oaks III: No report.

STANDING COMMITTEE REPORTS:

- A. Architectural Review: Bruce Callahan reported that all the Arc applications were approved except for the application submitted by the vacant Lot on Lakescene. The plans and application submitted by the vacant Lot owner were incomplete and returned with an outline from the Committee of items that are needed before it can be submitted again.
- B. Lakes and Wetlands – Art Bradley: no report.
- C. Disaster Preparedness: No report.

SPECIAL COMMITTEES REPORTS:

- A. Landscaping: Liz Sharpe: Covered.
- B. Social Update: Judie Gollwitzer: Covered.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Board Correspondence: 1). Lot # J563: Covered. 2). Lot # 566: Letters have been sent. 3). 436 LOW Drive: The owner has sent a letter to the Board regarding speeding within the Community. The Board will respond clarifying County ownership of LOW Drive and request that the County monitor the road for speeding. Reminding owners about the 25 MPH speed limit within the Community will also be included in the next newsletter. 4). The Board received a “thank you” letter from the Richardson Family and an acknowledgement letter for the Association’s donation from the Wounded Warrior Project. 5). Lot # J173: MOTION was made by Bruce Callahan and seconded by Barbara Hockett to refer any qualifying violations on Lot # J173, (607 Balsam Apple), to the Compliance Committee, for review.

MOTION PASSED.

6). The President stated that it was a pleasure to serve on the Board and thanked Judie Gollwitzer and Barbara Hockett for serving on this Board and thanked the Board and residents for their help in running the Association.

- B. Resident Comments: 1). The Board was thanked for their hard work on behalf of the Association.

MOTION was made by Tom Gaines and seconded by Judie Gollwitzer that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 3:04 P. M. The next meeting of the Board of Directors will be held on March 1, 2016, at the Lakes of Jacaranda clubhouse.

Respectfully submitted,

James S. Kraut,
For the Secretary