

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
LAKE OF THE WOODS OF JACARANDA HOMEOWNERS ASSOCIATION, INC.
TUESDAY, MARCH 4, 2014
3:00 P. M.**

Present: Bruce Callahan, President, Troy Grieco, Vice President, Gene Washchuk, Treasurer, Thomas Gaines, Secretary, and Barbara Hockett, Director, Jim Kraut for Management and owners in the audience.

The meeting was called to order by the President, Bruce Callahan, at 3:00 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 Troy Grieco and seconded by Bruce Callahan to approve the minutes of the Board meeting of February 4, 2014, as presented.

MOTION PASSED.

DIRECTOR REPORTS

A. President - Bruce Callahan.

1. Lot # PE063 Request to raise fees: The Board discussed the owner's request to waive legal fees. The Owner stated that he was never informed that he was delinquent in the payment of his maintenance fees until contacted by the Association's attorney in July, 2013. Management will search the Association records for notices sent to the owner and provide them to the Board as soon as possible.
2. Lot # J263 Letter regarding parked van: The owners presented a letter including a copy of the handicapped parking permit for the handicapped van parked in the driveway. This issue has been resolved.
3. Complaint on Rental of 628 Lakescene: Management is waiting for a response from Home and Condo rentals. Management was instructed to send a letter to the owner of the property about rentals for less than three months.
4. Lot # W152 Complaint regarding the Association maintenance responsibilities: Tom Gaines read the County Ordinances regarding responsibility. The Board believes that this is an issue between the owner and the County and urged the owner to contact the County immediately to determine responsibility for repairs.
5. Landscape Contract: The President and Vice President reviewed the bidding process and reported that there were seven bids submitted.

MOTION was made by Tom Gaines and seconded by Bruce Washchuk to approve the three year contract from Artistree, as submitted.

MOTION PASSED.

6. Tree Trimming: MOOTION was made by Troy Grieco and seconded by Tom Gaines to approve the Artistree proposal for the trimming of 19 oak trees and two palm trees, as presented.

MOTION PASSED.

A dead palm tree on Lakescene also needs to be removed.

7. Sidewalk – Park Estates/Cedarwood: Both owners adjoining the property have agreed to grant easements to the Association to move the new sidewalk back four feet. Park Estates will remove a block wall and relocate irrigation.

MOTION was made by Troy Grieco and seconded by Tom Gaines to approve the contracts for sidewalk replacement, surveying and preparation of easement agreements at a cost not to exceed \$4,000.

MOTION PASSED.

8. Proposed Easements for signage & landscaping at LOWDrive and Lakescene: The President will contact the surveyor to provide two easements at \$275 each.
- B. Vice President – Grieco: Mr. Grieco stated that he was glad to be here working for the community.
- C. Treasurer-Washchuk.
1. Financials: The Association's accountant is still performing the year – end review.
 2. Delinquencies: The current Aging report was reviewed and is attached and made a part of these original minutes.
 3. Rentals: Covered.
- D. Secretary – Tom Gaines:
1. HOA Area Consortium: The Secretary was given permission from the Board to reach out to neighboring associations to discuss mutual interests.
 2. Annual Meeting Observations: Under attended but great volunteers.
 3. LOWofJ web domain renewal: MOTION was made by Tom Gaines and seconded by Gene Washchuk to approve the 36 month web domain renewal with Blue Host Inc., as presented.

MOTION PASSED.

4. BOD workshop/committee assignments: There will be a Board workshop on March 25, at 2:00 P. M. at the offices of Keys-Caldwell.
 5. Park Estates storage needs: Look to DPP for extra storage space.
- E. Director - Hockett: 1). The community yard sale will be held on April 12 and is being advertised in the Association newsletter and on the Association website. 2). Monthly meetings will be moved to 1:30 P. M. and the Board will look at quarterly night meetings. 3). Put the Park Estates/Cedarwood project on the Association website.
- F. Keys-Caldwell Management Company Report:
Property Manager - Jim Kraut
1. Covenant Violations: 1). Management reported that only 11 letters were sent, which is attributable to owners working hard on their property. 2). The parking violation sticker has been affixed to the panel van parked near the mailbox gazebo. The van has not moved. Management will use the parking decal # 0099 to determine who owns the van and a letter will be sent to the owner requiring the removal of the van within seven days or it will be towed away at owners' expense.
 2. Misc. Items: None.

SUB-ASSOCIATIONS

- A. Park Estates: Tom Gaines reported that Constant Contact web based information system has been employed to send owners updates and security concerns.
- 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 eight applications were submitted and all were approved.
- B. Lakes and Wetlands – Art Bradley: All is calm right now.
- C. Disaster Preparedness: Liz Sharp reported that Tom Gaines is the Board representative and that educational items are being published in the newsletter. On March 19, there will be a CPP and AED update for all interested owners.
- D. Directory Update – Judie Gollwitzer: Tom Gaines read Mrs. Gollwitzer’s report, which is attached and made a part of these original minutes.
- E. Security Patrol - Bill Johnson: Warren Major spoke with Bill Johnson. There is still a need for the security patrol but no volunteers have come forward. Two homes have been broken into in the last two months
- F. Webmaster – Bob Valenziano: The February report is attached and made a part of these original minutes.

SPECIAL COMMITTEES REPORTS:

- A. Landscaping – Liz Sharp: The committee is requesting a price from Artistree to do quarterly plantings at all monument signs.
- B. Lecture Series: Judie Gollwitzer: Covered and attached.
- C. Social Update - Beverly Weltzien: Covered and attached.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- a. Correspondence: 1). The Board instructed Management to send a “Thank you “ letter to Helmine Junger for her service on both Boards. 2). Management will send a letter to Lot# ??? instructing the owner that the fence request must be sent to the ARC Committee and not the Board.
- B. Owner’s Comments: 1). The owner of Lot # J516 believes that the Association should be responsible to clean the sidewalk because the trees created the mess. The Board agreed that the Association is responsible to clean the monument sign and will trim the oak and palm trees as needed. Management will send a copy of the attorney’s opinion to the owner for review.

MOTION was made by Tom Gaines and seconded by Barbara Hockett that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 5:02 P. M. The next meeting of the Board of Directors will be held on April 1, 2014, at 1:30 P. M. at the Lakes of Lakes of Jacaranda Clubhouse.

Respectfully submitted,

James S. Kraut
For the Secretary