

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
LAKE OF THE WOODS OF JACARANDA HOMEOWNERS ASSOCIATION, INC.
TUESDAY, DECEMBER 3, 2013
3:00 P. M.**

Present: Bruce Callahan, President, Troy Grieco, Treasurer, Thomas Gaines, Secretary, Helmine Junger, and Gene Washchuk, Directors, 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 was mailed to all owners at least 14 days in advance 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 Tom Gaines to approve the minutes of the Board meeting of November 5 and the Budget meeting of October 22, 2013, as presented.

MOTION PASSED.

REPORTS OF OFFICERS

A. President- Bruce Callahan.

1. Sidewalk/Tree Issue at Park Estates Square: According to the County, the tree can be legally removed but the Park Estates Board wants to save the tree. There are three options possible but the consensus of the Master Board is to have the President and the Treasurer contact the owner of the adjacent property and request that the sidewalk around the tree be moved farther onto the owner's property.
2. Letter from Paul Carlo: The President, Treasurer and Artistree representative met with Mr. Carlo to discuss landscaping concerns affecting his property. Artistree agreed to do a better job maintaining the landscape area abutting his property and the Association will trim the oak trees in the right of way that are lifting the driveway. The President will continue to look at the records to determine who or what organization is responsible for the possible drain and driveway repairs.
3. New Landscape Contract 4/1/14: The President and Treasurer will create an RFP for the landscape contract, which will be provided to the full Board in January for review and be revised and in final form for approval at the February Board meeting.
4. Cost Estimates for Landscape Service Adjacent to Southwood Block VI: The hedge is 12' high now and will be lowered on the top to 8' and the sides will be trimmed, at a cost of \$150.00. The drainage ditch will be cleared at a cost of \$250, with half the cost billed to the Southwood Master Association.
5. Parked vehicle Lot J263: The Board spoke with the companion of the owner of the Lot, regarding the handicapped/recreational vehicle being parked in the driveway. The Board instructed the companion of the owner of the property to provide the Board with a copy of a handicapped permit from the owner of the property, Ms. Roberts, within seven days, or the handicapped/recreational vehicle must be removed from the property when the companion, who is a Canadian citizen, leaves the United States.
6. Gazebo Mail Station: John Vidas will clean the mailboxes and paint the back and sides of the boxes, as needed, for an estimated amount of \$400.
7. Tree Trimming: The President and Treasurer will make a list of trees to be trimmed and have contractors submit bids for the trimming.

- B. Director: Gene Washchuk:** Toured the property with the President and was brought up to date on various items.

C. Treasurer-Troy Grieco.

1. Approval of 2014 Budget: MOTION was made by Tom Gaines and seconded by Bruce Callahan to approve the proposed 2014 budget, as presented.

MOTION PASSED.

2. Financials: The October Financials are in good shape.
3. Delinquencies: The current Aging report was reviewed and is attached and made a part of these original minutes. Lot # LOW049 is not adhering to the payment plan and will be turned over to the Association's attorney per the agreement.
4. Rentals: none.

D. Secretary – Tom Gaines:

1. Violation Committee Process; Park Estates has one lot owner that needs to be turned over to the Fining Committee.

E. Director: Helmine Junger: No report.

F. Keys-Caldwell Management Company Report:

Property Manager - Jim Kraut

1. Covenant Violations: Management reviewed and distributed the latest violation chart. There were 22 letters sent for roof cleaning, sidewalk and driveway cleaning, parking and various other items. Owners are working very hard on the exterior of their homes and their landscaping. There were three Lots recommended to be turned over to the Fining Committee.

MOTION was made by Troy Grieco and seconded by Bruce Callahan to refer Lots # J 201, (518 Purslane Point), Lot # J 484, (722 Silk Oak Drive), and Lot # P 053, (590 Aston Woods Court), to the Fining Committee.

MOTION PASSED.

A second Notice of Violation was sent to the owner of Lot # J 516, (604 Silk Oak Drive), requesting that he clean his sidewalk. A second Notice of Violation will be sent to Lot # J 464, (676 Lakescene Drive) and Lot # J 465, (680 Lakescene Drive) about plantings in the back of the Lot encroaching on the neighboring properties.

2. Misc. Items: None.

SUB-ASSOCIATIONS

- A. Park Estates: 1). The annual meeting will be held next week. 2). The Christmas decorations have been put up.
- B. LOJ: No report.
- C. Grassy Oaks II: No report.
- D. Grassy Oaks III: No report.

STANDING COMMITTEE REPORTS:

- A. Architectural Review: Tim Davis reported that there were six ARC requests approved at yesterday's meeting and that 203 requests have been approved this year. Mr. Davis reminded all owners to follow the Association's sign policy, which will be published in the Association newsletter.
- B. Lakes and Wetlands – Art Bradley: Mr. Bradley referenced a newspaper article about lake erosion in Waterford and the huge costs associated with repairs. Mr. Bradley stated that the Association lake banks are in good shape.

- C. Disaster Preparedness: No report.
- D. Directory Update – Judie Gollwitzer: Mrs. Gollwitzer read her report, which is attached and made a part of these original minutes. The Board thanked Mrs. Gollwitzer and her Committee for their hard work on this project.
- E. Security Patrol - Bill Johnson: No report.
- F. Webmaster – Bob Valenziano: The November report is attached and made a part of these original minutes.

SPECIAL COMMITTEES REPORTS:

- A. Landscaping – Liz Sharp: No report.
- B. Lecture Series: Judie Gollwitzer: Mrs. Gollwitzer read her report, which is attached and made a part of these original minutes.
- C. Social Update - Beverly Weltzien: Mrs. Gollwitzer read her report, which is attached and made a part of these original minutes. There are 178 people signed up for the Holiday Dinner Dance.

UNFINISHED BUSINESS:

- A. Christmas Decorations: All decorations have been hung with the exception of a section at the North entrance walls. The electrician has to replace some outlets first.

NEW BUSINESS:

- A. Correspondence: None.
- B. Owner's Comments: 1). Why doesn't Artistree pick up branches and other debris? 2). There is a car with a "For Sale" sign in the parking lot next to the gazebo that needs to be removed.

MOTION was made by Troy Grieco and seconded by Gene Washchuk that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 4:34 P. M. The next meeting of the Board of Directors will be held on January 7, 2013, at 3:00 P. M. at the Lakes of Lakes of Jacaranda Clubhouse.

Respectfully submitted,

James S. Kraut
For the Secretary