

SAWMILL LAKES MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
August 13, 2009
AT SAWMILL LAKES CLUBHOUSE
PONTE VEDRA BEACH, FLORIDA

Present: Hal Hitch, presiding and Directors, Diana Rawle, Kim Allerton, Howard Wallentstein, Trish Shilling
Committee Members: Mike O'Connor
Recording Secretary: Lynne Sopchak

ESTABLISH QUORUM/CALL TO ORDER: Hal Hitch recognized a quorum of the Board was represented and called the meeting to order at 7:29pm.

MINUTES: Due to vacation schedule the Minutes for the June meeting have not yet been approved. Approval to be obtained via email.

FINANCIAL REPORT: Diana reports on the May and June Financials. No large or usual operating expenditures were reported during these months. The work performed at Sawyer Run will be paid out of the replacement reserves.

The HOA has a favorable variance in Operating Expenses in May of \$1,200.

In June, Operating Expenses had a favorable variance of \$900.

Overall, YTD a favorable variance of \$8,257 in operating expenses with a YTD total surplus of \$14,000 - a portion of which is related to bumping up revenue with late fines and so is not as meaningful as the variance from operating expenses.

Utilities continue to be over budget by \$3,300 YTD, primarily due to water rates.

A motion is made to approve the June financial report. The motion is seconded and approved.

Other items:

Diana will prepare a spreadsheet for the homes with the highest unpaid HOA balances. She is working with May Management and the collections Attorney to reflect more of the details regarding these properties and their legal situations in order to make recommendations on next steps. Follow up item is to coordinate a delinquent account action plan that will guide future financial and legal actions.

ARC deposits account has been reconciled.

Note- The HOA is incurring fees for maintaining lawn care service on abandoned or neglected properties. Diana explains that while they are being charged to the HOA budget, when the fees are charged to the homeowner, they are offset against the expense. These transactions have no impact on the bottom line currently, but she is requesting that May change the accounting for this to record the charges to homeowners in a "lawn care revenue" account. This will result in more accurate operating expense analysis.

A CD will mature in September. At the next meeting, Diana will make a recommendation for the investment if rates are available at that time.

PRESIDENT'S REPORT:

Discussed Property Management Company and possible duty to review options and obtain proposals to be sure fees are in line and service offerings are consistent. Board members will seek to identify other local property management firms to consider obtaining preliminary proposals for comparison.

MANAGERS REPORT:

None made due to absence of Property manager. Property manager's absence was due to change in meeting date and time to accommodate a quorum.

UNFINISHED BUSINESS:

1. Directory – at printer and ready to print, pending review of draft. Kim to obtain assistance from S. Hitch in this review.
2. Entrance Sign – nearly complete. Trying for installation early September.
3. Distressed Properties – No update
4. Dumpster – Diana reports a possible change to dumpster that has locking mechanism. Discussion occurs regarding how to remove the dumpster. Kim and Trish will research methods used by other communities to dispose of community center trash.
5. Storm Water Leak – Corrected and completed.
6. A/C in clubhouse- Corrected and completed
7. Insurance – review completed, recommendations accepted. Complete

NEW BUSINESS:

1. Summer Action Plan – No longer required
2. Wild Hogs – Notify property owners via community distribution list asking for help identifying locations of hogs. Second professional trapper's services engaged.
3. Website – needs consolidation and updates. Diana will research options.
4. Recommendation from homeowners that the playground needs more mulch. Will review. Woodchips were added in March '08. Shouldn't require more each year.
5. Lack of volunteers in HOA Committees is hindering functionality and HO participation and satisfaction. Drive will be to rebuild the communications committee and distribute a newsletter.

COMMITTEE REPORTS:

1. ARC – none
2. Civic Affairs - none
3. Communications – lost the valuable assistance of Patti G on the newsletter, seeking help to get one out as soon as possible

4. Community Affairs – none
5. Covenant Enforcement -none
6. OM&W - none
7. Landscaping - none
8. Safety and Security -none

OPEN FORUM – Homeowner is present to discuss the issue of wild hogs and the damage they inflicted to his property. He felt that the HOA ought to be responsible for the cost he incurred to hire a trapper to protect his property, and an invoice was submitted for reimbursement. The Board reviewed the request and concluded 1) that expenses incurred by homeowners to eradicate pests on their property are not the responsibility of the HOA, and 2) that homeowners will not be reimbursed for contractors hired without prior consent from the HOA. The HOA had separately engaged the services of a professional, licensed and bonded trapper to monitor the activity of the hogs and rid the community of them.

MEETING IS ADJOURNED at 9:20 pm.

ACTION ITEMS

- Trish and Kim will research other communities to determine how they handle common area trash.
- Diana will coordinate an email to enlist HO help in locating hogs.
- Diana will pursue website consolidation with webmaster.