

**SAWMILL LAKES MAINTENANCE ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**October 14, 2009**  
**AT SAWMILL LAKES CLUBHOUSE**  
**PONTE VEDRA BEACH, FLORIDA**

Present: Hal Hitch, presiding and Directors, Diana Rawle, Kim Allerton

Absent: Howard Wallentstein, Trish Schilling

Committee Members: Mike O'Connor

Recording Secretary: Lynne Sopchak

May Management Property Manager: Patti Brown

**ESTABLISH QUORUM/CALL TO ORDER:** Hal Hitch recognized a quorum of the Board was represented and called the meeting to order at 6:05pm.

**MINUTES:** Motion for the September Minutes to be approved. Motion seconded and minutes are approved as submitted.

**FINANCIAL REPORT:** Diana reports a positive variance of \$3,000. YTD favorable variance of \$22,000; however this is before the adjustment for the Sawyer Run road repairs, estimated at \$19,000. At this time, we are on track against budget for year end, barring any more unexpected expenses. One CD will mature by the end of October, Diana will select best possible interest rate, however all rates are low.

**A motion is made to approve the August financials. Motion is seconded and approved.**

**PRESIDENT'S REPORT:**

Hal reports that the most recent newsletter has been distributed. The next edition is due out in November.

Hal asks for a copy of the current rules for renting the clubhouse. .

**ACTION: Patti will send copy of agreement to Hal for review.**

Hal reports that he has not finished the documentation for the new Landscape Committee.

Following some recent letters to homeowners regarding use of artificial flowers in landscaping, Hal has asked the ARC to review the covenants and recommend clarification. They will review at their November meeting.

Diana reports that she is in conversation with the former official SML website host about consolidating the two websites. She will continue to work on this project.

Care of the community pool has shifted to winter hours and will not be closed on Mondays for cleaning until the spring. At that time, the pool maintenance company will unlock the pool on Tuesday mornings following the weekly treatment.

The common area landscape beds will be refurbished with the less expensive brown pine bark nuggets.

ARC minutes have been submitted to the Board.

MANAGERS REPORT:

Patti Reports that no Hog activity has been noticed over the past several weeks.

After installing the new entrance sign, it was noted that there is damage to some brickwork and surrounding grout on the southern-most wall. A contractor has been consulted and has submitted a quote for work. Kim will look into requesting that the original sign maker remove, temporarily store, and reinstall the sign around the mason's work schedule.

Patti has received two estimates for the repair of pavement on Fiddler's Creek. They are not comparable; therefore Patti will request a new estimate from Duval to mimic the Vallencourt estimate. The two quotes will then be reviewed by Howard.

There were no questions on the property inspection report.

**ACTION: Kim will approach Oceanside cleaning to obtain a "Sawmill Lakes" reduced price for roof cleaning.**

UNFINISHED BUSINESS:

1. Community Directory – needs to be proofed and printed.
2. Entrance Sign – surrounding area needs touch up grout and brick work
3. Skate Park - will be dismantled due to insurance requirement to increase liability insurance and its related cost.
4. Tot Lot Update – Waiting for quote.
5. Sports Field Repair – R&D's proposal of \$3,000 seems too costly. Pending Board action. - Patti will follow up with R&D for a quote to irrigate the sports field with pond water and a new irrigation pump.

NEW BUSINESS:

1. Clubhouse: Board needs to clarify the rules and collection of fees and security deposits for rental of the clubhouse. Included in rental agreement should be security deposit requirements, request for a completed liability form in some cases, restriction on use of water, no advertising outside SML, no cooking and detailed information

about cleaning fees if the clubhouse is not returned to original condition.

COMMITTEE REPORTS:

1. ARC – Minutes submitted
2. Civic Affairs - County upheld the 35 foot height restriction
3. Communications –November newsletter pending
4. Community Affairs – Garage Sale on October 24
5. Covenant Enforcement -none
6. OM&W – new landscaping subcommittee formed.
7. Safety and Security -none

OPEN FORUM – Ms. Abate is present to discuss suspected damage done to her property by landscaping crew and May Management’s treatment of her claim, as well as May Managements overall treatment of Homeowners. She was asked to submit a repair estimate for the fencing to the board, and Hal will discuss with the landscape contractor.

MEETING IS ADJOURNED at 8:00 pm.

## **ACTION ITEMS**

Howard will follow up on Canal Authority budget.

Patti will send copy of rental agreement to Hal for review.

Patti will secure a revised estimate from Duval for the paving work on Fiddlers Creek.

Howard will review the revised estimates for work on Fiddlers Creek and make recommendation.

Patti will coordinate entrance repair work with contractor and sign maker.

Kim will approach Oceanside Cleaning for a Sawmill Lakes fee for roof cleaning.

Hal will continue to work on defining roles of Landscape Committee

Patti will follow up with R&D for a quote for irrigation pump.

Kim will coordinate review of directory draft

Diana will recommend action for CD renewing at the end of the month

Diana will pursue discussions to combine two community websites