

SAWMILL LAKES MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
APRIL 13, 2010
AT SAWMILL LAKES CABANA
PONTE VEDRA BEACH, FLORIDA

Present: Diana Rawle, presiding and Directors, Corey Wiles, Carol Leighty, Kim Allerton

Recording Secretary: Lynne Sopchak

May Management: Kimberly Hamm

Absent: Howard Wallenstein

ESTABLISH QUORUM/CALL TO ORDER: Diana Rawle recognized a quorum of the Board was represented and called the meeting to order at 6:00 pm.

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

FINANCIAL REPORT:

Carol reports that there is a monthly surplus of \$387 and a YTD surplus of \$3,800. An expense of \$2,800 was reported for the storm drain repair on Timber Pond.

No charges were made against the reserve account.

Carol reports a \$76,000 balance of unpaid Homeowners Dues (90% of which is over 90 days old). This amount had declined to \$59,000 as of the meeting date. Two large accounts have been collected in full as a result of title transfers.

One maturing CD was rolled-over, remaining in Florida Capital Bank.

Carol recommends opening another CD with Reserve Fund Cash Balance monies and will email Board members with detailed information.

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

PRESIDENT'S REPORT:

On behalf of the Board, Diana thanks Sandy Murray for her coordination of the Easter Egg Hunt and offers special thanks to Claire Murray for wearing the Easter Bunny costume for the event. In addition, Laura Morey is recognized for her work coordinating the upcoming Community Garage Sale.

The Canal Owners Association has called a meeting to be held May 5th. It is expected the purpose of this meeting relates to preparation for the upcoming hurricane season. Two SML Board members currently plan to be in attendance.

Kim Allerton has noted that her schedule requires more travel and requests a Board member provide back-up coverage to monitor and return emails from the Homeowners. Diana will approach several residents to help with this.

A newsletter to the community is needed . Kim will forward the following items to the Newsletter volunteer to get it drafted:

- Introduction of two new board members with short bio.
- Roof Cleaning reminder with vendor contact information
- Lawn Care suggestions after severe winter
- Picking up after Pets reminder
- Recreational Field update (if not yet reopened)
- Reminder to residents to secure hurricane reentry pass
- Reminder that beginning Memorial Day, the pool will be closed on Mondays for chemical shock/treatment

A discussion ensued regarding distressed properties that are on the market (and possibly vacant) that are not in compliance with ARC standards or community covenants. It was decided that these homes should continue to receive violation letters. The violations should be documented and on record for disclosure by the owner, the bank, etc., and corrective action is expected.

MANAGERS REPORT:

Kimberly reports that an irrigation system check of the pool planters has been completed and one irrigation head has been replaced. Diana asks that an annual inspection of the system be performed each spring before the pots are filled with plants.

Oceanside Cleaners is the vendor of choice for sidewalk/entrance pressure washing. if they can adjust their quote to match competitive bids. Their previous experience in the neighborhood is valued.

R&D will treat for dollar weed at the front entrance.

A No Pet Allowed sign will be purchased for approximately \$30 and placed on the gate to the pool. The blank sign will be removed and stored for a future use or disposed of if in bad condition.

The black edging at the pool gate is popping and up and needs to be reburied to eliminate a tripping hazard. Bob will be asked to complete this.

The Board agrees that the pool returns at the bottom of the pool will be treated to eliminate the rust colored staining for approximately \$200. This was last done in 2008.

Revised Violation letters are presented and approved. The new letters will be implemented immediately.

Kimberly continues to evaluate options for the repair and refurbishment of the playground. Kimberly will approach Southern Decking to include both the decking and the equipment in their proposal. A meeting will be set with Board members and Kimberly to finalize this bidding process. She will also try to locate fiberglass-decking vendor for a quote. It is determined that while this process continues, the Board has approved the replacement of the two broken slides.

UNFINISHED BUSINESS:

1. Directory: Complete. Distribution to be completed this month.
2. Distressed Properties: Two properties have had title transfers, and all fees collected.
3. Dumpster: The Board is unable to establish a viable option to the dumpster at this time, and has agreed to let it remain for now with improved signs. New signs are needed to clarify that it is for Clubhouse trash only, and not for use by residents. Illegal dumping will be reported.
4. Wild Hogs: A new vendor has been identified – The only recent activity reported was on Mill Trail Court. Traps have not been reset at this point.
5. Recreation Field: Treatment and restoration has begun and results are pending. Corey will contact R&D to determine status and monitor progress.
6. Violation letters: revised and implemented
7. Website Review: In an effort to eliminate the two website situation, the Board has received a recommendation to purchase a Homeowners Association template which offers many updated and useful features. This template could easily be updated by a resident volunteer without having to incur webmaster expense. The creator of the original SawmillLakes.org website has offered to transfer the domain name to our new community website. The website would be hosted by a third party for a small fee. Information is being compiled for Board review.
8. Playground Proposal: See Manager's notes
9. Board Training Sessions: Proposed dates will be sent to Board members
10. Owner Account 6001: Resolved
11. Security patrols – The board has approved shared patrols with Plantation Oaks. Odoms Mill does not wish to participate as they have an arrangement they are happy with. Requested dates for patrols will be arranged with PO.

NEW BUSINESS:

1. Angela Diaz asks for Board support for a an organized effort to move forward the project to build sidewalks along 210 to connect the bridge to the roundabout, and then on to connect to Micklers Landing and to Plantation Oaks sidewalk, using the funds that were set aside under agreement with the Nocotee developers for this purpose. She has organized a committee that has prepared a presentation and they are seeking County support via direct communication. The Board has agreed to issue a letter of support to the committee. No further action is requested by the Board or residents at this time. If

the committee does not receive the requested action from the County, there will be a request for a large public outcry from our residents.

COMMITTEE REPORTS:

1. ARC – no report
2. Civic Affairs –Bill O’Malley attended several meetings. No new significant issues to report.
3. Communications – no report
4. Community Affairs - no report
5. Covenant Enforcement – no report
6. OM&W & Landscaping – no report
7. Safety and Security –Security Patrol will be hired for summer break

OPEN FORUM:

No report

ADJOURNMENT:

The meeting was adjourned at 8:00 pm.

Action Items:

Carol will email Board members information regarding transferring funds from Reserve fund into a short-term CD.

Diana will speak to potential volunteer about covering the email account in Kim’s absence.

Kimberly Hamm will remind the pool cleaning company that the new cleaning schedule will begin following the Memorial Day weekend with the pool to close on Mondays.

Kimberly will add a pool planter Irrigation System Evaluation to the Spring Maintenance list.

Kimberly will coordinate a meeting with Southern Decking, herself and Board members to complete the bid on the playground repairs/refurbishing. She will Research fiberglass decking vendors in North Florida for a quote.

Corey will follow up on the status of the sports field.

Kim will contact Newsletter volunteer to get draft prepared and final version issued before the next Board Meeting

Kimberly will place work order for new sign on dumpster

Diana will submit website options and ideas to Board for review once received.

Diana will submit recommended dates for security patrols to Plantation Oaks with input from Safety & Security.

Carol and Corey will prepare a short bio about themselves and send to Kim so she can get them included in the next Newsletter.