

Vista Lakes Community Association

Board of Directors Meeting
August 9, 2007, at 8:00pm
8841 Lee Vista Blvd.

VLCA Board Meeting

Thursday, August 9, 2007

Meeting called to order: 8:10 pm

Quorum established

Attendees: Ron Cumello, Arno Zeyn, Curtis Bourque, Renee Hale, Tom Malone and Ed Detrick (arrived at 8:13)

Absent: Jim Shelton

Association Management: Gary Van Der Laan-Community Manager, Maria Esham-Activities Director

Approval of prior meeting minutes: A motion was made (Tom/Arno) and carried to approve the minutes as presented. Discussion of minutes approval from quarterly meeting and monthly workshops. Approval process to remain as it currently in place.

Tom Malone announced that he was resigning his position from the Board effective 9/7/07. Ron thanked Tom for his years of service to the community.

Financial Update -Treasurer

- Arno presented the Board with the finance committee's recommendation on the audit. The committee recommends accepting the audit paid for by Newland. A motion was made (Curtis/Tom) to accept the audit.
- Leland request for Gevity payroll ACH. The committee is looking into payroll options; current arrangement gives Association the advantage of 2 weeks lag time between payroll and reimbursement to Leland. Arno calculated the financial impact of this lag time to be \$13.00 per year with current interest bearing account but as high as \$300.00 with a higher rate account.
- Arno expressed concerns about the delay in being reimbursed by the CDD for the portion of the maintenance staff. Gary stated that Leland has been late in submitting reimbursement requests but expects this delay will be eliminated with the change in account managers which is currently underway. In the future Arno will track these reimbursement requests to assure that they are made timely.
- The committee is looking into moving monies into money market accounts.
- 2008 Budget process. The finance committee will be meeting on 9/18/07 to work on the 2008 budget
- Ron expressed concern about Newland properties sales projections for the next year. Arno suggested that the association assume no additional sales for the next year for the purpose of income budgeting.

- Leland was instructed to remove any signers from Association bank accounts. All checks will be signed by the President and/or Treasurer of the Board only.
- Ron discussed irrigation bills for the community. Those bills are being pulled so an audit of the billings can be conducted.
- Arno noted that there is currently insufficient interest credited to the reserves set up in the HOA financial statements.

Old Business

- Turnover status. Ron discussed having association attorney involved from this point further in an attempt to finalize the turnover. Question of developer liability with regards to the Pine Castle Jeep range was discussed. Board is in agreement that any turnover agreement would not include release with regards to the Pine Castle issue.
- OCPS fence. Ron and Ed have met with attorney and believe that all parties are close to agreement on the fencing issue. Some details remain, including the amount of school contribution to the park maintenance and an escalating clause for that maintenance. School will need to provide proof of insurance for the association
- Staff and organization. Gary to get staff recommendations finalized and to the finance committee within the next week as changes will affect the budget.
- Approved items status
 - Telephone services installation, cancel old services. Tom reported the operation of the new service. Gary has cancelled the old service.
 - 5 foot fence at Recreation Center to be installed. Gary reported that this is expected within the next week.
 - ID System. Computer has been repaired, waiting for software company to re-load program. Maria expects this within the next week.
- Safety issues
 - Legal Opinion. Legal opinion from attorney regarding the safety committee was discussed. Due to liability concerns the committee will not continue as a safety committee.
 - Gary to create notification policy to assure Board is kept updated on any issues within the community.
 - OPD Citizen Observer Program. No additional residents have signed up.
- Anderson Park plans – no action.
- Covenant Enforcement issues – Gary reported a home in need of maintenance. As all notices have been returned with no forwarding address, the Board sees no value in sending account to attorney. Gary will continue to monitor and use resources of City of Orlando Code enforcement. City will maintain and bill cost to the property.
- Committees
 - Amenities. Jim Shelton has stepped down, Carol Schuett is the new chairperson.
 - Committee presented lightning detector. Board approved purchase of detector at a cost of \$400.00
 - Events. Ed questioned need for the committee when an Activities Director is on staff. After discussion committee will continue to serve as it is currently in an advisory capacity

- Safety. Not an official committee due to feedback from attorney. Police have agreed to provide crime statistics for the community
- Revised Quarterly Newsletter. Maria presented a sample of the proposed new newsletter format highlighting full color on front and back pages. Additional cost of \$1,000 per printing. Motion made (Ron/Ed) to approve new format, 3 yes 3 no, motion tabled.
- Hurricane preparedness meeting. Meeting will be held 8/10/07 at 11:00 am.

New Business

- New ARC Chairperson. Jim Shelton has resigned as chairperson. Gary Schuett and Curtis have expressed interest to head the committee. Motion made (Curtis/Tom) to appoint Gary as new chairperson. Motion approved.

Adjournment. Motion made (Tom/Ed) to adjourn 11:40 pm