



Vista Lakes Community Association, Inc.

**Meeting Minutes – Board of Directors Workshop  
August 12, 2010 at 6:30 p.m.  
VLCA Resident's Center**

**Board of Directors:** Kent Campbell (President), Valerie MacAllaster (Vice President), Debbie Salerno (Secretary), Jim Shelton (Treasurer), Ron Cumello (Director), Renee Hale (Director), Gary Schuett (Director)

**Resident Open Forum starts at 6:30 p.m.** 8 residents in attendance. Discussion of new residents receiving community documents and violations.

**Neighborhood Watch Meeting Update (Aug 26th) (Carol Schuett)**, Carol discussed the upcoming meeting.

**Establish quorum**, Kent, Valerie, Debbie, Jim, Renee and Gary present. Ron absent.

**Call to Order and Proof of Notice**, meeting called to order 7:18 pm

**Approval of Prior Monthly Workshop Minutes (July 8, 2010), Motion (Debbie/Gary) to approve minutes. All in Favor.**

**Community Director's Report (Sharon Eichorn)**

- Recent "After Hours" activity in Pool Complex area, Sharon discussed recent activity at the pool and changes to pool alarm system.
- Signage Update, signs are in, posts are expected 8/13. Once posts are delivered the installation will be scheduled.
- Spies is in the process of verifying if Blue Zone used the appropriate chemicals to maintain the pool as instructed after the chemical wash.

**Association Manager's Report (Gary van der Laan)**, request approval to turn 6 accounts to attorney to assessment collection. Motion (Valerie/Gary) to move forward. All in Favor.

Amanda discussed her 5 weeks at the on-site office, no issues to report.

**Financial Update – Treasurer (Jim Shelton)**, Jim discussed the current financial status of the association. Motion (Valerie/Jim) to not have a reserve study in 2011. All in Favor.

**Committee Updates**

- Amenities: Nothing to report this month.
- ARC: Committee is still looking for a new member.
- Communications: Jerry has emailed a newsletter timeline.
- Contracts: Ron not present, no activity this month.
- Engineering: no report.
- Events: Emailed report. Renee discussed a charter on the website, it was never approved, should be removed.
- Finance: 2 budget meetings have been held. Discussion of the maintenance needs submitted by the Amenities committee.

**Old Business to be discussed**

- CC and CD Job Descriptions, descriptions were emailed to the board members. Discussion of the job descriptions. Tabled until next meeting.
- CC Position (Kent), resumes have not been reviewed yet.
- Special Board Meeting (Kent), meeting not set.
- Palm Tree Trimming Update (Gary), trees have been trimmed.

**New Business**

- CD Work Schedule - 5 Day Work Week (Kent), **Motion (Debbie/Valerie) to change CD work week to 5 days. All in Favor.**
- Community Enhancements (Kent) tabled.
- Doggie Pot Station Request - Vista Lake (Submitted by Jerry Harris/Kent Campbell) **Motion (Valerie/Kent) to add 10 doggie stations in the neighborhoods. All in Favor.**
- "Magnetic Swipe" VLCA ID Cards (Kent/Gary van der Laan) Discussion of the access system options.
- Meeting request from Jennifer Chapin, City of Orlando Neighborhood Outreach Coordinator. Kent discussed this request and will offer her an opportunity to meet at the Neighborhood Watch meeting.

**Association Schedule – Secretary (Debbie Salerno),** Debbie reported on upcoming events.

**Motion (Valerie/Debbie) to establish and obtain legality of fining committee. Unanimous.**

**Adjournment, with no further business to come before the Board, Motion (Valerie/Jim) to adjourn the meeting at 9:45pm**

APPROVED