



Vista Lakes Community Association, Inc.

**Draft Meeting Minutes-Board of Directors
December 11, 2014 at 6:30 p.m.
Residents' Club**

- Resident Open Forum: One resident was present and there were no questions or comments.
- Establish Quorum: Jerry Harris, Karl Brown, Christian Lau, Gary Schuett and Katherine Sebestyen were present.
- Call to Order and Proof of Notice: The meeting was called to order at 6:35 p.m. and Sharon Eichorn verified Proof of Notice.
- Approval of Prior Meeting Minutes: **Motion (Jerry/ Christian) to approve the November 13, 2014 Board Meeting minutes with corrections provided by Jerry Harris. Motion carries 5-0**
- Community Director's Report (Sharon Eichorn): Sharon's report was sent out via email. There was one question regarding the ARC form which Jerry Harris explained. There was a discussion on the winter event. The event was successful, but lightly attended. Sharon asked that the Board consider combining the events next year and having only 2 large events instead of 4. Sharon is still developing the operations manual.
- Community Coordinator's Report (Monte Brown): Monte's report was sent out to the Board via email. There was a discussion on the Warwick home. Two of the applications were approved and 2 were denied. The homeowners will continue to receive violation letters until the 2 violations are corrected.
- Association Manager's Report (Christy Borden/Lauren Waite): Christy submitted her report via email. There were no questions from the Board.
- Committee Updates:
Amenities- The committee did not meet in the month of December. A Meeting with CDD and HOA is set for January 6th at 1:30 p.m. Karl, Gary and Katherine will be attending meeting. There is a rain sensor in Amhurst Park that needs to be replaced, the cost is \$230. 4 all season is going to do a free application on the soccer field.

ARC-Jim sent out the report via email. Issues discussed under Monte's report.

Communications- Jerry sent out report via email with web usage statistics. A final draft of newsletter will be sent out to rest of Board and then sent to Leland for printing. The next communications meeting will be set for the last week of January.

Finance- Scott sent out a report from October. The Association is under budget as of October 31st. Kesha said that she would be compiling the December financials that come out in January.

- Old Business:

Amhurst Park- Sharon is still waiting on the OCPS addendum. Sharon sent them the requested survey.

Shutting down the soccer field should be weather driven, per Tom. It will probably be scheduled for the end of February, beginning of March. Tom is recommending aeration. The Association will ask Tom for a report outlining the benefits of aeration over other options. The field is going to be split up and used for different purposes so aeration may not be needed.

Newport Park Irrigation Leak- The hole still needs to be filled in. The delay is due to the fact that the price given was based on doing a job when on-site. Sharon informed Servello that they were going to be charged for this repair.

In-House Management- Everything is on track for transition. There was a discussion on insurance prices and the different classifications for workers comp. The Board asked when Leland is going to be turning over the rest of the information. This will be after the first of the year. Management will check on the exact date.

- New Business:

Landscaping Contract- There are some issues with Servello and other companies have shown interest in bidding. The current landscape contract is outdated and if the Board does not want to go out to bid, the contract will need to be updated. The HOA usually follows the CDDs lead on the landscape contract. Sharon has forwarded the concerns to CDD as well.

Landscape Vision Meeting- discussion under amenities.

Legal Services Retainer- B & P has offered a 2015 annual retainer agreement. This agreement is for a \$200 a year retainer and provides the Board and management with access to the Firm's publications, complimentary question and answer sessions and a variety of other perks. There were no objections from the board on signing this agreement.

Lap Pool Pit Leak Repair- The pool "pits" are where all the motors and filters are kept. In the lap pool there is a crack around the pit and there is a very small leak. Spies can repair the area for \$1500. There were no objections to repair.

Gate Receivers- the receivers for all the gates are old and not compatible with new remotes. New receivers will need to be installed so that the new remotes will work. This will not affect the old remotes. No objections to purchasing 3 new receivers. Sharon will check to see if the CDD will cover this and the older receivers are no longer being made. The time frame for repairs is 3 to 5 days after the company receives the parts.

Christmas Bonuses- The Board agreed to give holiday bonuses to the on-site staff in the following increments; \$150 to pool supervisors, \$200 to maintenance, \$300 to the community coordinator, \$350 to the community director, \$200 to Richard and \$50 to Kassie for a total of \$1,450.

Staff Reviews- Jerry sent out information via email. This information will be discussed at a later date and Sharon will forward recommendations on Staff salaries.

- Adjournment: **The Board unanimously agreed to adjourn the meeting at 8:21 p.m.**