

Vista Lakes Board of Directors Meeting, July 14, 2016  
Minutes by Mary Ann Abernathy, Secretary

Resident Forum: 6:35 P.M., 7 residents in attendance along with 2 representatives from Castle Group. Discussion with Castle Group regarding reserves and finances. Discussion regarding the maintenance of Passaic owned by Mockingbird. Streetscape tree discussion.

Establish Quorum: Adam English, Katherine Sebestyen, Ron Cumello and Mary Ann Abernathy present establishing a Quorum. Scott Fehringer, Israel Collazo and Karl Brown were absent.

Call To Order: The meeting was called to order by President, Ron Cumello at 7:00 P.M.. Proof of notice was established.

Approval of Minutes: MOTION made by Mary Ann Abernathy, second by Katherine Sebestyen to accept the minutes from the May 19, 2016 minutes. All in favor, MOTION passed.

President's Comments:

Phase I of the transition to Castle Group is complete. Work is being done with Castle Group on collection issues.

Phase II will be organization and recommendations.

Seacoast Bank Account has been closed and funds transferred to BB&T. Established ICS.

Vista Lakes is still waiting on the final audit report for 2015.

2015 tax filing is ready for review.

There has been an increase on property insurance premiums due to the square footage reported. There may be an inaccuracy therefore new measurements will be taken. 2,000 sq ft difference resulting in a \$300 per year increase.

Community Manager's Report: Monte Brown

No recommendations at this time for enforcement.

Attorney Actions: One recommendation to be sent to the Attorney. Monte has been unable to communicate with the property owner. MOTION made by Adam English , second by Mary Ann Abernathy to sent the violation to the attorney. All in favor, MOTION passed.

Capital Projects: Discussion regarding expanding parking lot. ACTION needed, for Monte to obtain estimates for possible expansion. A new Thermo Protection Starter is needed at a cost of \$895.00 for the lap pool. It was determined the budget allows for the replacement. It was reported that a few residents have used the picnic tables with the new shade protective covers. Application from Missale Bergiste to be the neighborhood representative for Waverly, Board accepted application.

Treasurer's Report: Adam English

Reported that we have operating money. May expenses presented 5% in salary increases due to the bonuses awarded. We are currently \$51,000 under budget for salaries if no changes are made. The Home Depot credit card has been cancelled and Adam is trying to get control of the other credit card.

#### Committee Reports:

Ad Hoc: John Daly was absent , Ron Cumello reported that the hearing officer reported in favor of the city of Orlando for Vista Park. They reported no code violations. The next process is to the Orlando City Council on July 25<sup>th</sup>.

Amenities: Katherine Sebestyen reported. The amenities committee recommended adding a second place “yard of the quarter” placing a yard sign in the awarded yard with a \$25.00 gift card. MOTION made by Ron Cumello, second by Katherine Sebestyen. All in favor, MOTION passed. Reported the picnic table protective shade covers cost \$350.00. The following recommendation were made:

Restrap 10 pool loungers at a cost of \$507.95.

Replace some plants and place mulch at the entrance to the clubhouse at a cost of \$665.00.

Plant trees and place mulch behind the lap pool at a cost of \$827.50.

These items are all figured in the budget.

MOTION made by Ron Cumello, second by Mary Ann for Ron to sign the mulch bill when presented by Servello. All in favor, MOTION passed.

ARC: Jim Shelton submitted report via email. Mary Ann Abernathy presented “Charter and Procedures” recommended by the ARC. The Board decided to table until research can be done to explore the rights the Board has governing the ARC. Permission has been granted from the Board for the ARC to change the signage language in the guidelines. Information will be obtained as to the cost to mail the guideline changes to the residents and if we are obligated to include the condo and townhome owners.

#### Communication:

Monte reported that the newsletter was mailed to residents on time. Two Board candidate forms have been received.

Contracts: No report

#### Finance:

Castle Group was asked the process for the 2017 budget. Clarification was requested for Castle Group charges. August 15<sup>th</sup> will be the first view from Castle Group for the 2017 budget.

#### HR:

Ron Cumello proposed more responsibility to the current staff in lieu of hiring a Community Director. The recommendation was also made to separate the

operational side from the business side of running Vista Lakes. Recommendation for the Community Manger to run the operations and the Assistant Community Manager to run the finances. MOTION made by Ron Cumello, second by Katherine Sebestyen to move forward with new market survey for salary compensations. All in favor, MOTION passed.

Events: Adam English

A dive-in movie will be shown on July 30. The event will cost \$550.00 in expenses plus the cost of the staff. The next event will be planned for September. A health event is being considered for the next event with a school supply drive or raffle. A check will be made on vendors and volunteers from past events.

Next Board of Directors meeting: September 8, 2016

Adjournment: MOTION made by Ron Cumello, second by Adam English to adjourn at 9:28 P.M. All in favor, MOTION passed.