

Vista Lakes Board Meeting, November 10, 2016
Minutes by Mary Ann Abernathy, Secretary

Resident Forum: 6:30 P.M., three residents in attendance. Following Discussions:

- Food trucks on Narcoossee Rd.
- Suggestion of garbage cans at mailboxes
- Loud noises that sound like bombing
- Holiday decorations at community entrances
- Repair or replacement of Warwick walking gate

Establish Quorum: Adam English, Katherine Sebestyen, Ron Cumello, Mary Ann Abernathy, Leonides Villalon and John Daly were present. Carol Schuett was absent.

Call To Order: The meeting was called to order at 6:52 P.M. with Proof of Notice established.

Approval of Minutes: MOTION was made by John Daly, second by Katherine Sebestyen to approve the September 15, 2016 Board Meeting minutes. All in favor, MOTION passed.

MOTION was made by John Daly, second by Katherine Sebestyen to approve the Annual Board Meeting minutes of October 18, 2016. All in favor, MOTION passed.

President's Comments: The new Board members, Carol Schuett, Leonides Villalon, and John Daly were welcomed. President Ron Cumello reported on the meeting between him and Vista Lakes Community Manager (Monte Brown) with Castle Group at their headquarters in Plantation, Florida.

Election of Association Officials: MOTION was made by John Daly, second by Leonides Villalon to elect the following:

- President: Ron Cumello
- Vice-President: Katherine Sebestyen
- Treasurer: Adam English
- Secretary: Mary Ann Abernathy

All in favor, MOTION passed.

Community Manager's Report: Report emailed to all Board Members by Monte Brown. MOTION made by Ron Cumello, second by John Daly to send [REDACTED], [REDACTED], and [REDACTED] to the attorney for violations. All in favor, MOTION passed. [REDACTED] is currently at the attorney and it has been requested to obtain court costs and if a Board Member presence is required in court. MOTION made by John Daly, second by Katherine Sebestyen to move forward on capital projects through T9 on the Capital Project schedule submitted by the Community Manager. All in favor, MOTION passed.

Financial Update: Adam English, treasurer, reported Vista Lakes is in a strong financial position under budget for the remainder of 2016. Money has been saved

on line budget items. Home Depot credit card has been cancelled and the Capital City Bank credit card will be changed to BB&T.

Assistant Community Manager's Report: Report emailed to all Board Members by Kassie Kouvaras. Discussion regarding delinquent HOA assessments.

Committee Reports:

AD HOC: John Daly reported on the most recent Vista Park meeting with Senator Soto. The November scheduled meeting is with the developers regarding bomb remediation.

Amenities: No report as the committee will meet on November 15, 2016. The committee has a new member, Jessica Santos.

ARC: Jim Shelton emailed the ARC report. The Board is waiting for the final review of the ARC documents and Use Restrictions from the Attorney. The changes will be mailed to residents prior to December 31, 2016 with a Special Board Meeting for residents to express concerns on January 19, 2017.

Communication: The Community Manager (Monte Brown) expressed the need for newsletter articles.

Contracts: No report

Events: The Holiday Event is scheduled for December 3 from 11:00 to 1:00.

A discussion took place regarding Neighborhood Representatives becoming more involved with the community. Leonides Villalon and John Daly committed to reaching out to the Neighborhood Representatives to become more involved.

MOTION made by Adam English, second by Ron Cumello to allow up to \$800 for a Neighborhood Representative appreciation dinner in January, 2017. John Daly, Adam English, Mary Ann Abernathy, Ron Cumello and Katherine Sebestyen in favor, Leonides Villalon opposed. MOTION passed.

MOTION made by Ron Cumello, second by Adam English to accept Charles H. Matthews application for Pembroke Neighborhood Representative. All in favor, MOTION passed.

Finance: Assessment Bank Coupons will be out by November 30, 2016.

HR Committee: Key performance indicators for at risk bonuses were discussed.

February 1, 2017 will be the first evaluation. MOTION made by Ron Cumello, second by John Daly to give a \$200 holiday bonus gift card to the two members of the maintenance crew. All in favor, MOTION passed. MOTION by Ron Cumello, second by Mary Ann Abernathy to give a \$250 holiday bonus gift card to the three staff members (Monte, Kassie and Richard). All in favor, MOTION passed. MOTION made by Leonides Villalon, second by John Daly to acknowledge appreciation of Monte, Kassie and Richard in the next newsletter. All in favor, MOTION passed.

Employee Handbook will be worked on.

Old Business: Ron Cumello reported on the process of special assessments. 51% must be in favor to establish a special assessment. Discussion regarding cameras at the community entrances. The Board is working on camera cost estimates within the first quarter of 2017. Horizons Unit is waiting determination.

New Business: Performance and compensation review for the maintenance staff is due in January, 2017.

Association Schedule: Next scheduled Board meeting is January 12, 2017.

Adjournment: MOTION by Leonides Villalon, second by Mary Ann Abernathy to adjourn meeting at 11:15 P.M. All in favor, MOTION passed.