

FORESTBROOKE COMMUNITY OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
THURSDAY, September 24, 2015
Meeting Minutes

Scott Kennedy **CALLED** the meeting **TO ORDER** at 7:00 p.m.

A **QUORUM** was present with the following Board members present: Scott Kennedy-President
Owen Kelley- Director
Don Bellerive-Director

Also present were: Debby Weage, Manager for Sentry Management
Marion Farley
Art & Marge Johnstone
Trieste Schlott
Tommy Cross
Bill Barton
Larry Szrom
Roberto Palmiero
Jesse Adams

NOTICE of the meeting was posted at least 48 hours prior to the meeting.

Owen Kelley moved to **approve the minutes** of the July 23, 2015 Board meeting. Scott Kennedy seconded. The motion carried unanimously. Debby Weage to send minutes to Steve Clinton for posting.

Treasurer Marion Farley addressed the August **financial report**. Mr. Farley indicated that the year-end projections are in line with the 2015 budget so the community is on target on expenditures and income.

Debby Weage updated the Board on Accounts Receivable.

Owen Kelley moved to authorize the cost deposit on deed restriction enforcement on account 010005 due to the homeowner's refusal to participate in mediation. Scott Kennedy seconded. The motion carried unanimously.

Proposals from CPA's for **2015 year-end report** were discussed. Treasurer Farley will prepare revised specifications for the engagement letter with Arrington & Company to do the 2015 report.

Proposed 2016 Budget was addressed. President Scott indicated that he and Mr. Farley will review and generate a final budget for adoption prior to November 1, 2015.

Debby Weage presented her written **Manager's Report**.

Debby Weage provided comparison on legal fees charged by 3 legal firms.

Inquiry as to garage sale scheduling was addressed. President Scott indicated that the sales are the

first Saturday after April 15 and the first Saturday after October 15 each year.

Debby Weage reported on deed restriction enforcement and actions taken by the Appeals/Hearing Committee. The next Committee meeting is October 13, 2015. President Scott asked about publishing the minutes of the Committee meetings. Debby Weage advised the minutes are part of the official records of the Association and any member can request access but the minutes would not generally be published.

Scott Kennedy moved to ratify the e-mail vote to renew the Association's insurance policies. Owen Kelley seconded. The motion carried unanimously. Scott Kennedy requested a pdf copy of the policies.

Don Bellerive gave a report for the **Maintenance Committee**.

- Fire Department left the gate open after a call.
- Guard rails at the dock were stolen and have been replaced.
- 2 additional street lights have been installed on Jamber and Mr. Bellerive has received several thank yous from residents.
- Shower valves were fixed after vandalism event.
- Gate operation checked after report of shock. Determined to be static electricity.
- Light sensor – gate company has been asked to keep one in stock so no delay in repairs.
- Landscape maintenance has improved with the new landscape company.
- Brick walls are in need of some repairs. Proposals were reviewed. Don Bellerive indicated the cost to repair most serious issue at the east gate is \$4675. He had requested additional bids but only received one proposal. Debby Weage and Don Bellerive to pursue and obtain additional proposals since expenditure exceeds \$3,000.
- Don Bellerive reported on tree work done by Contours. Contours has submitted an invoice for the work, although it was part of the maintenance contract. The tree canopy had not been addressed in some time and the landscape company is seeking additional compensation. Don Bellerive proposed a maximum of \$1,530 be paid. Discussion ensued. Don Bellerive also reported on proposals for additional work submitted by the landscaper: resodding common area by lift station off Beacon Pointe, removal of 3 dead trees at \$4500. No additional payment to be made to the vendor for the tree work. Don Bellerive moved to have 3 dead trees removed by A Sun State for a cost of \$800. Owen Kelley seconded. The motion carried unanimously.
- Proposal to relocate the stop sign at Summershade to align with the white line was addressed. Homeowners presented a petition to have the speed bump removed from Summershade. Extensive discussion ensued.

Scott Kennedy contacted the Ocoee Police Department for assistance due to unruly attendees and potential for physical confrontations. An officer did join the meeting. Discussion continued

Larry Szrom raised issue of survey that was to have been done of the community on a variety of issues.

Debby Weage to contacted the Ocoee Police and possibly the Department of Transportation to have evaluation made of the Summershade/Beacon Pointe intersection signage and for whether the signage is official (whether needs to be stamped "DOT").

ADJOURNMENT Owen Kelley moved to adjourn. Don Bellerive seconded. The motion carried unanimously and the meeting adjourned at 8:30 p.m.

Prepared by:

Debby Weage, LCAM

Community Association Manager

Approved: _____