

MABEL BRIDGE HOMEOWNERS' ASSOCIATION
Board of Directors Meeting Minutes
8464 Winter Garden Vineland Rd.
May 12, 2015
7:00pm

Location: First Baptist Church of Windermere
8464 Winter Garden Vineland Road
Orlando, FL 32836

- I. **Call to order:** 7:01pm
- II. **Establish Quorum:** Doug Morrill, Jeanne Bauer, and Leah Emmanouilidis are present. Quorum is established. Debbie Kolessar, Ryan Clifton, and Jill Rygh from Leland Management are present. 5 homeowners are in attendance as well.
- III. **Proof of Notice:** Notice was posted at both entrances 48hrs in advance of the meeting. Required posting according to Florida Statutes is satisfied. Notice was also posted on the community website at www.MabelBridgeHOA.com
- IV. **Approval of March 26, 2015 Meeting Minutes:** Doug **MOTIONS** to approve the 3-26-15 minutes with corrections (former ARB chairperson resigned on 3-17-15), Leah seconds, unanimous. Jill will correct the 3-26-15 minutes and send to board. **- JILL- completed 5-15-15**
- V. **Welcome and Introduction:** Doug welcomes the homeowners and board to the meeting. Doug introduces the board and the management team. Doug speaks to the homeowners regarding the positioning of the board at the meetings.
- VI. **Management Report:** Jill has provided the board with a manager report outlining the recent activity. The board will receive the manager report by the 15th of the month. The board discusses the meeting dates and the timing to receive documents.
 - a. **Amendment to By-Laws was drafted by HOA attorney-** The amendment to modify the Bylaws- Article VII, Section 4 has been certified and recorded by Orange County. A copy of the final amendment will be included in the next scheduled mailing. Leah speaks about a future newsletter to include the amendment. Leah will inform Jill when the newsletter is complete and ready to be sent. - **LEAH**
 - b. **ARB Report-** Leland provides a report year to date for the board to review. The board requests this report to be included in the monthly manager report sent on the 15th of each month for future board meetings.
 1. Black Driveway- The board discusses the history with this issue and confirms this issue is closed.
 2. Denying applications- The Leland team advises against denying ARB applications due to other violations or outstanding assessments.
 3. Approved grass types- St. Augustine and Zoysia.
 - c. **Violations** – Leland provides the board with a copy of the current violation list which is in the process of being updated by Jill. Jill will be doing the first violation drive thru this week. Leland confirms that

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pictures of each violation are included in the letters sent to homeowners. Jill will send the updated violation list showing the status of each violation to the board each month along with the manager report. The board requests to see samples of a 1st, 2nd, and final notice.- JILL

VII. Committee Reports:

- a. **Landscape Committee update**- The committee (Don) speaks about their Bahia not being treated by the landscaper due to not being included in the contract. Jill will meet with John (Leland Arborist) and Ackman Brothers regarding the weeds. – JILL/JOHN Ackman Brothers has provided an estimate to enhance the landscaping which is currently being reviewed by the landscape committee. Debbie recommends to meet with John regarding different ideas for the entrances, islands, and soccer field. Doug speaks to the board regarding the Ackman Brothers \$3000 credit. The board discusses giving the landscape committee more guidance regarding the funds available for the proposed projects.

VIII. Financials/Collections:

- a. **Financials**- Leland provides the board with a copy of the April 2015 financials. Ryan discusses the budget procedure/meeting and possibly obtaining a reserve study. No board action taken at this time.
- b. **Lien Process**- Debbie spoke to the board regarding the lien process and the timeline for each step (Reminder Notice, Intent to Lien, Lien, and Foreclosure).
- c. **Collections**- Leland spoke to the board regarding the updated collection report provided by the attorney. Currently, there are 5 homeowners being pursued for past due assessments. Doug **MOTIONS** to transfer the following accounts from Association Law Firm to John DiMaisi Law, Leah seconds, unanimous. JILL-completed 5-14-15
 1. Lot 82
 2. Lot 94

The board requests legal action to be taken regarding the tenant at Lot 70. - JILL-completed 5-14-15

IX. Old Business

- a. **Pool security (keys, rules, cameras, etc.)**- Leah has obtained an estimate from Surveillance Plus to install an onsite camera system. Debbie recommends to get another estimate for internet cameras. The board requests Leland to obtain another estimate for this project. - JILL Jeanne speaks about the vandalism at the pool area. Homeowners discuss the pool lights and the times that the pool is closed. Homeowners discuss the possibility of a siren sound to alert trespassers. The board requests Leland to verify that the access cards are \$25 each.- JILL
- b. **Discussion/vote on commercial use of HOA facilities (possible By Law impact)**- Board has previously decided not to allow homeowners to use the facilities for private functions. The board requests this issue to be removed from future agendas.
- c. **Community-building activities**- Leah and Jeanne will work together to create a social mailbox.- LEAH/JEANNE
- d. **Pool/Putting green repairs**- Board discussion regarding the flags and the maintenance. The board decides to **TABLE** this issue at this time. - **TABLE**
- e. **Solicitors in the community**- Leah speaks to the board about a realtor that placed information in the homeowner's front doors throughout the community. The board discussed the possibility of involving the police and their response. The board discusses possibly approving a sign for homeowners to display on their properties. No action taken at this time.

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- f. **Website-** The board requests Jill to obtain an estimate to purchase a couple of signs to post regarding the website www.MabelBridgeHOA.com .- JILL

X. **New Business**

- a. **Pool Furniture-** Jill to inspect the pool furniture and the umbrellas. The board requests Jill to obtain estimates for new furniture and umbrellas- JILL
- b. **Leland Management** – Debbie speaks to the board regarding the previous manager, Don Danos, leaving Leland Management. Debbie speaks about Jill Rygh who will be the new property manager and Lisa Bosques who is the accounting manager for Mabel Bridge. Debbie speaks about communication and board satisfaction with Leland Management.
- c. **Irrigation-** Don spoke to the board regarding the irrigation issues with the islands. Don has met with the county and Ackman Brothers who have determined the lack of water in the islands is due to low water pressure from the water meter. Don will continue to work with Orange County to get this corrected.
- d. **Ponds-** The board discusses the county maintaining the ponds. The homeowners recommend that the board terminate the Lake Doctors contract and proceed with Orange County to treat the ponds. Jeanne **MOTIONS** to terminate Lake Doctors, Leah seconds, unanimous. Jill to send a 30-day termination notice to Lake Doctors.- JILL completed 5-14-15 Jeanne **MOTIONS** to get a use agreement, Doug seconds, unanimous. - JILL
- e. **Termite Bond for cabana-** The board requests Leland to research the termite bond for the pool cabana- JILL

Adjournment: 9:48pm Doug **MOTIONS** to adjourn, Leah seconds, unanimous.

Board Members- 1 year term

Doug Morrill- President
 Jeanne Bauer- Vice President
 Leah Emmanouilidis- Secretary/Treasurer

ARB Members

Don Demke
 Susan Vanaman- Chair
 Kelsey Vigh

Landscape Committee




Don Demke
 Steve Facella- Chair
 Mel Vanaman

Upcoming Events

June 30- Board Meeting
 August 27- Board Meeting
 October 15- Budget Meeting
 November 19- Annual Meeting

Website: www.MabelBridgeHOA.com; Facebook

Legend

-  - Assigned Task in progress
-  - Task Completed (with date)
-  - Legal Action Taken(Motion, Table, etc.)