

**MABEL BRIDGE HOMEOWNERS' ASSOCIATION**  
**Board of Directors Meeting MINUTES**  
**6189 Winter Garden Vineland Rd.**  
**May 26, 2016**  
**7:00pm**

Location: Windermere Prep School  
6189 Winter Garden Vineland Rd.

- I. **Call to order:** 7:02pm
- II. **Establish Quorum:** Leah Emmanouilidis, Mel Vanaman, and Doug Morrill are present. Quorum is established. Jill Rygh from Leland Management is present as well.
- III. **Proof of Notice:** Notice was posted at the entrances 48hrs in advance. Florida Statute posting requirement satisfied. Notice was also posted on the association website.
- IV. **Approval of Previous Meeting Minutes (3-24-16):** Doug **MOTIONS** to approve the 3-24-16 minutes, Leah seconds, unanimous.
- V. **Financials and Collections:** Jill gives the board an update on the year to date spending according to budget.
- VI. **Committee Reports:**
  - a. Social Committee- Leah **MOTIONS** to appoint Patricia Zillas to the social committee, Mel seconds, unanimous. The board thanks the social committee for all their efforts.
  - b. Grant Committee- Update regarding progress of grant (sign location, estimates, etc.). The board thanks the committee for their effort.
  - c. ARB Committee- Mel **MOTIONS** to appoint Arthur Zillas to the ARB Committee, Doug seconds, unanimous.
  - d. Landscaping Committee- Brad Bachman gives the board an update on the different projects including adding mulch to the playground, trimming the easement trees, and other landscaping changes. Brad speaks about the irrigation vandalism, rain sensors, and tree trimming. Mel **MOTIONS** to install playground mulch in the amount of \$250, Leah seconds, unanimous. Brad recommends to trim the trees at the pool area. The board discusses the possibility of sending a letter to the homeowners regarding trimming the trees in the easement. The board will create the draft letter. - **BOARD**
- I. **Guest Speaker: Simon-Resort Pools-** Simon speaks to the board regarding his findings of the current pool conditions and maintenance. Leah **MOTIONS** to proceed with the repair of the autofill on the pool, Doug seconds, unanimous. Jill will inform Simon of the approval. – **JILL-completed**
- II. **Guest Speaker: Lou Biron- Sihle Insurance-** Lou and Jill did an onsite inspection of the community. Lou speaks to the board regarding the current policies and coverages. Lou makes recommendations to the board regarding the policies. The board has additional questions which Doug will create list of questions to send to attorney. - **DOUG**

Leland Management  
6972 Lake Gloria Blvd.  
Orlando, FL 32809

**III. Old Business:**

- a. Recording ARB Guidelines- Bylaws, ARB guidelines are being notarized and recorded. The board requests these documents to be mailed to all homeowners once recorded. Homeowners discuss possibility of amending the docs for pots in the landscaping beds. No further action taken at this time.
- b. Additional modifications to ARB Design Guides for real estate signs- No further action. Board requests this issue to be removed from future agendas.
- c. Charging homeowners for violation letters. Attorney to include a payment invoice. Jill will contact DiMasi about lowering the fee for each violation demand letter with the format that includes the payment invoice.- **JILL-completed**
- d. Attorney recommendation not to charge accounts for violation demand letters. The board requests Jill to contact homeowner about the approval to waive the fees. – **JILL- completed**
- e. Policy on fee waivers, review open waiver requests - Board discussion regarding the current protocol. No action taken at this time.
- f. Board request Jill to give her approval to pay invoices per their prior board approvals.
- g. AirBnB issue- Jill to contact DiMasi regarding a demand letter for short term rental and the advertising. – **JILL-completed**
- h. Playground inspection from Dianne- Jill speaks to the board regarding Dianne’s offer to do a free inspection of the playgrounds providing a report is not provided. The cost for an inspection including a written report is \$300. The board requests to proceed with the free inspection at this time. Jill will notify Dianne.- **JILL-completed**
- i. Entrance Marque/Pool marque painting update- Trees are in the process of trimming the trees back from the wall by the landscaper before the painting can begin.

**IV. New Business:**

- a. Pool Equipment key- Jill has made copies of key and added key to the key box at the cabana. Jill provides copies of key to board.
- b. Pool Contract RFP- Jill has created a Request for Proposal for the pool contract. The board requests Jill to send this to Simon at Resort Pools and one additional vendor who carries the required insurance. – **JILL-completed**
- c. Purchase additional umbrella, repair umbrella- Jill to proceed with push pin for both umbrellas and purchase one additional umbrella. – **JILL-completed**
- d. New sidewalk estimate- Jill provides the board with an estimate from Honel Services to install Get additional bids.
- e. Orange County to trim trees in easement (between sidewalk and roadway)- Brad Bachman speaks to the board regarding Orange County trimming the trees. Brad volunteers to do additional research on the cost with the Association’s landscaper. - **BRAD**
- f. Hurricane Disaster Plan- To be further discussed at the July board meeting.
- g. Cell tower- Board discussion regarding the offer to install a cell tower on the property. Board declines to pursue. Jill will inform vendor. – **JILL-completed**
- h. Board requests Jill to speak to Lou regarding the fence ownership on the sides of the community- **JILL**

**V. Adjournment:** 9:52pm Mel **MOTIONS** to adjourn, Doug seconds, unanimous.

**Board Members- 1 year term**

Mel Vanaman - President  
Doug Morrill- Vice President  
Leah Emmanouilidis- Secretary/Treasurer

**ARB Members**

Mel Vanaman  
Teresa Salls  
Arthur Zillas

**Landscape Committee**

Brad Bachman

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**Social Committee** – Kimmie Haas (Chair), Heather Fischer, Keri Bachman, Denielle Conti, and Patricia Zillas.

**Upcoming Events**

June 18-


July 28 – Board Meeting

Sept 22- Board Meeting

Nov 17- Board Meeting

**Website:** [www. MabelBridgeHOA.com](http://www.MabelBridgeHOA.com); [Facebook.com/mabelbridgehoa](https://Facebook.com/mabelbridgehoa)

**Legend**

 - Assigned Task in progress

 - Task Completed (with date)

 - Legal Action Taken(Motion, Table, etc.)