

Country Cove (Woodlands East) Homeowner's Association Annual Meeting
Saturday January 28, 2017
meeting minutes

The meeting was called to order at 10:10. Present were Dave Vessey, Amy Moore, Raul Tous, Mabel Machin Tous, Rob VanKaam, Mary Jo and Bob Shaw, Russ Monckton, Ed and Linda Bollinger, Frank and Donna Phillips, Patrick Kelliher, Melodie Szara, Julie Boggs

A quorum was established: Eleven homes were represented and nine proxies had been received.

Rob motioned to open the meeting, motion was seconded by Amy.

The minutes from last year's annual meeting were read by Mary Jo. Melodie motioned to accept them and Frank seconded. The motion was carried.

Mabel presented the 2016 financial statement and the proposed 2017 budget. Mabel stated that the 501(c)3 classification allows the HOA to accept donations and offer accredited volunteer opportunities to Seminole County students. She also stated that filing is simplified by maintaining that status.

2016 HOA fees have been received by 24 of the 26 homes. One home is in bankruptcy/foreclosure status and may go up for auction this spring. At the time of sale we should recover at least a portion of the dues that were not paid for 2015 and 2016. No lien has been placed on the house for the dues totaling \$690.00 because it is not cost efficient. The other homeowner has received notices but still not paid.

The 2017 dues will remain at \$330.00 if paid by April 1st. If paid after that date they will be \$345.00. Please contact Rob if arrangements need to be made

Melodie motioned to accept the financial report and budget and keep the dues at \$330.00. Frank seconded. The motion was carried.

Old Business

Amendment 4 must be added to our By-laws if we are to remain in 501(c)3 status. At last year's meeting we finalized the amendment to state that should the HOA dissolve for some reason, the common areas would be given over to Seminole County. At that meeting we did not have sufficient representation (75% - 20 houses) and the amendment was not passed. When the taxes were filed last year it was submitted to the IRS as a pending amendment but if we were to be audited we could be fined or our status revoked. There will be two

changes made to the amendment as it is currently written--the effective date will be changed to 1/30/2017 and a notary clause will be added at the bottom.

Dave motioned that we accept the amendment and add it to the By-Laws. Ed seconded and the motion was carried.

Our insurance claim for the loss of our fence was filed in 2009. We have been unable to obtain property damage coverage since that time. October of this year will be seven years since that claim therefore we may be able to upgrade from liability only to liability and property coverage for the subdivision entrance sign and the common areas.

New Business

At this time there are four houses in the subdivision that are rented. To protect the property and property value of the neighborhood Patrick suggested that we consider amending the By-Laws to require background checks and Country Cove HOA board approval of all potential tenants. Examples of the criteria could include disclosure of all adults living in the home, acceptable credit scores, background check, criminal history and registration of any guests staying over 30 days. Patrick will speak with an attorney for assistance in determining exact criteria and Patrick will report that information back to the board. At that time Amendment 5 will be written and 75% (20 homeowners) must approve for the amendment to be added to the By-Laws.

Julie motioned that the HOA pay for legal advice regarding the criteria and Amy seconded. The motion was carried.

There was discussion regarding amending this year's budget to allow for any legal fees surrounding the creation of Amendment 5 but it was determined that we would leave the budget as passed and use the contingency fund to cover those expenses. Any adjustments could be made in the 2018 budget.

In light of recent police activity a letter will go out to homeowners asking them for updated contact information and to be vigilant and call the Sheriff's Office non-emergency number if they see anything suspicious. If the situation appears to be an emergency 9 1 1 should be called. It was also determined that it would be a good idea to advise Mary Jo of any issues that arise so that she can communicate that to the rest of the neighborhood. An effort will be made to collect email addresses so that the information can be distributed that way.

In addition, any issues involving tenants of the rented houses should be reported to Mary Jo so that they can be documented and passed on to the owners of the property.

The letter will also contain a reminder to keep yards and driveways clear of trash and debris and to stow garbage containers after pickup. Rob will send out courtesy reminders if the situation warrants.

Rob requested that we have a community work day at a date to be determined in April to rake the leaves along the fence on Citrus Wood Court. Melodie added that we may have some high school students in need of volunteer hours who could help. Once a date is determined flyers will go out requesting volunteers.

The 2017 Block Party will be held on April 1st in the Citrus Wood Cul-de-sac. The menu will be the same as last year and the HOA will provide the food.

Rob will take over Raul's place as Neighborhood Watch for the Citrus Wood Cul-de-sac. Amy Moore will cover the Eastland Point Cul-de-sac and Patrick Kelliher will cover the northern section of Citrus Wood Court.

Rob reminded everyone that the ARB should be consulted prior to fence construction, painting or other significant changes. Patrick volunteered to join Bob Shaw and Trevor Moore on the ARB. It was agreed that the ARB would not require more than 48 hours to decision any requests.

The residents of the Eastland Point Cul-de-sac have concerns regarding the house in bankruptcy/foreclosure in that area. Rob spoke with the homeowner who apologized for the inconvenience and gave Rob a letter stating he was allowed to enter the home. Rob did so and removed the broken blinds and tape on the front windows and picked up the trash in the front yard. The interior of the house is littered with broken furniture and trash. Rob will contact the homeowner to give her a chance to resolve it but if she does not he may contact the health department.

The 2017 slate of officers was proposed:

President:	Rob VanKaam
Vice President	Russ Monckton
Interim treasurer	Mabel Machin Tous
Treasurer	Bobbie Cooper (effective 2/15/2017)
Secretary	Mary Jo Shaw
Member at large	Dave Vessey

Amy motioned to accept the proposed board, Patrick seconded and the motion was passed.

Linda motioned to adjourn the meeting at 12:00 pm and Frank seconded.

Proxies were received from the following homeowners:

Gil English	947 Citrus Wood Court
Mahnaz Assadi	951 Citrus Wood Court
Vickie Williams	1290 Eastland Point
Dottie Ramsey	939 Citrus Wood Court
Frank & Estelle McCarron(2)	936 Citrus Wood Court, 1276 Eastland Point
Jim Cooper	987 Citrus Wood Court
William McKelvey	935 Citrus Wood Court
Larry Salazar	995 Citrus Wood Court

The meeting minutes and the by-laws are available on the internet at
www.countrycove.org

Minutes respectfully submitted by Mary Jo Shaw, Secretary.