

**WEDGEWOOD OWNERS' ASSOCIATION, INC.
BOARD OF DIRECTOR'S MEETING**

August 16, 2017

3:00 p.m.

Home of Marilyn Wilson, 2016 New Bedford Drive

The meeting was called to order by President Rebecca Scaringe at 3:05 p.m. Present were: Scaringe, Phil Mickel (vice president), Marilyn Wilson (treasurer), Jerri Garretson (secretary), Ed Malatesta (director), Bob Vellante (Hospitality and Social committees), Bill Regis and Jack Ward (ACC). A quorum was present. Garretson certified that notice was posted in accordance with FS 720.

Secretary's Report: Wilson moved and Scaringe seconded that the minutes of the July 12, 2017 meeting be approved. Motion passed unanimously.

Manager's Termination Update: Wilson reported she paid the final bill for L.E. Wilson & Associates, Inc., which was \$250 minus \$61.25 for the inaccurate corporate registration which had to be redone by our attorney's office. Wilson said she has tried to communicate with Aquatic Systems about a discount but has received no answer. Scaringe has a copy of the contract from last year. Wilson and Garretson met and divided the old corporate records to go through. They will keep documents from 2010 on. Older docs will be shredded except for anything pertaining to the lawsuit or other critical issues. Garretson reported that she has all the digital files from LEW for the time they managed our association.

Treasurer's Report: Wilson presented the July 2017 report. Total funds in our Encore checking account as of July 31 = \$12,367.26. Of that, \$1,465.14 is in the Berry Roberts Lake Fund and \$613.44 is in the Party Fund. The remainder is in the General Fund and Reserves. Although the Reserves have not changed, Mickel moved that we delay approval of the report until Wilson adds the reserves to the report. Garretson seconded. Motion passed.

Wilson noted that she paid Bush Ross \$12.93 for research on the ownership of 2004 Berry Roberts and generating a certified letter to the bank that now owns it. This will show up in the August report. Paid Bush Ross \$12.93 on BR 2004.

Committee Reports

1. Architectural: no violation letters have been sent out yet. Regis integrated the files obtained from LEW with the committee files and discarded records pertaining to owners no longer in Wedgewood. Wilson stated that older records are sometimes helpful when new buyers want to know when improvements were made to their properties. Regis said that if the work required a permit, that information should be available from the county.

Garretson handed out the packet of violations letters that were used prior to hiring LEW and during that time. The board discussed adding wording about legal action to the first notice and decided against it. Bill Regis will let Jerri know about changes to the letters.

Scaringe reported that Shawn McClaine sold his landscaping/yard work business and moved. He sold the cherry picker used to trim palm trees to Leon. She doesn't know if he is licensed and bonded.

2. Hospitality: Vellante reported he still has one welcome packet to deliver. He asked members to let him know when new residents are in town. It was decided to add a return postcard to the welcome packet to encourage new residents to provide email and phone information for the directory.

3. Social: Vellante met with Claudia to reserve facilities for the 2018 Wedgewood social events. See list at the end of these minutes. He also plans to add a dinner cruise. The CA is holding our \$250 deposit for

the November event, and then send it back for a new one for 2018. Wilson gave Claudia a recent check from Encore in exchange for the Regions Bank check since we no longer have that bank.

4. Website: When Mickel attempted to update the site to remove LEW things went awry. When we registered it under LEW in order to keep from having to change the registration every time the board changed, we did not anticipate that when Lou Ellen left her email address would be discontinued. The registrar could not get confirmation through that email so, ICANN shut the website down. Mickel sent notarized forms to explain the situation and get it back online but got no response. He then sent info without the forms, went through live chat with company reps for about 12 hours. There is no way to call them. They have created a "ticket." Once they get the approval, they can change the email address to Phil's and he will be able to update the site. After that, he will set up an email address that can be passed on to others on the board.

Old Business:

1. Amend the Bylaws: Scaringe moved and Wilson seconded that we amend the Bylaws and Articles of Incorporation to match the Declaration amendment procedure as written by our attorney at Bush Ross, and present the amendments to the membership for majority approval at the December annual meeting. It passed unanimously. The Annual Meeting Packet will provide information with some form of color (paper, highlighting, etc.) to call attention to it. Other changes will be postponed. Garretson will draft an explanation for email to the neighborhood ahead of Annual Meeting Packet delivery.

3. Interviewing new management companies: other companies contacted either didn't respond or thought we were too small. Mickel and Scaringe met with SouthShore Property Management. The monthly cost would be about the same as with LEW. The board examined their contracts and services and conducted a detailed discussion of contract clauses. Wilson moved and Scaringe seconded that we return to self management and defer a decision on hiring a management company. Motion passed unanimously. In regards to self management, Scaringe suggested moving some tasks currently performed by the secretary and treasurer to other directors who have fewer responsibilities.

4. Update on disposition of old files see above.

5. Update on 2004 Berry Roberts Drive. Wilson received a request for a rush estoppel letter from PropLogix in Sarasota. The request seemed strange because the closing date was a week previous and the buyer was TBD. Because of the monies due and the legal process, the request was referred to our Bush Ross attorney. We have received no word of any closing taking place, nor has the bank paid the demand letter yet. Ward wants to contact the bank and insist that they comply with our association rules. Garretson will provide him with the bank address and our attorney's contact information.

6. Annual meeting planning

A. Delivery of annual meeting packets: Our documents specify that we must deliver them between October 9 and November 23 (Thanksgiving Day). Deadline for Wilson and Garretson to prepare the draft packet and email it to board members is Monday, September 4. We are returning to hand delivery. Due to board members travel plans, actual distribution dates will be October 18-November 16. Those not delivered by November 12 may be brought to the Fall Fest for potential delivery, and any not delivered by November 16 will be mailed. Wilson will prepare the route maps and signature sheets depending upon how many board members are willing to deliver packets. It will be necessary to solicit members to come to the meeting or provide their Proxy for voting on the Amendments and election.

B. Election: Mickel and Wilson's terms are ending. Both will run again. Garretson will prepare an email to the neighborhood to ask any other interested candidates to come forward.

C. ACC members for 2018: Bill Regis and Jack Ward have agreed to serve again unless another community member would like to serve. They will ask Bob Luhmann if he will continue to serve.

7. 2018 Annual Meeting Date: Was December 6, 2018 annual meeting date confirmed with the CA? Scaringe will confirm.

New Business:

1) Estoppel letter approval and charges: Florida law requires that an HOA provide estoppel letters to requesting title companies within 10 business days and establishes maximum charges. Our website must have the name and contact info of the person who will issue them. Will be added once our website is back up. Wilson went through the elements required by law. Wilson moved and Mickel seconded that we charge \$100 for an ordinary, non-expedited estoppel letter and an extra \$100 for one expedited in three business days or less. Passed unanimously.

2) Proposed 2018 budget and assessment: Before we hired LEW (the management company), we had some financial reserves and we paid the management fees out of our reserves for 6 months so that we didn't have to raise assessments until the following year. We depleted our reserves, both general and our Covenant contingency fund and need to replenish them. Wilson presented a preliminary budget for comment. The board will vote on the 2018 assessment at the September meeting.

3) Appoint committee to propose updates to the Declaration: Bob Vellante was appointed chair. The board will decide more about the committee and procedures at future meetings

4) Set dates of monthly meetings from now until December: October 18

5) Any other business deemed appropriate to come before meeting.

a) Commercial Crime coverage under our insurance. Wilson went to insurance company to find out why we had it. It covered LEW employees when we hired them. We don't need it now. A new policy will be issued Sept. 30. There is a paid in full discount which Wilson will take advantage of.

b) Addresses: Two of the letters about discontinuing professional management, mailed to Wedgewood addresses, were returned as undeliverable. Garretson will check on alternate addresses for them.

Adjournment Mickel moved and Wilson seconded that we adjourn the meeting at 6:24 p.m.

Future Dates:

September 6, 2017, Wednesday, Board Meeting at Marilyn Wilson's house, 2:00 p.m.

October 18, 2017, Wednesday, Board Meeting at Marilyn Wilson's House, 2:00 p.m.

November 12, 2017, Sunday, Fall Fest

December 7, 2017, Thursday, Annual Meeting in the Caper Room

2018 Social Event Dates

January 20, 2018, Saturday, 5:00-10:00 p.m. in the Florida Room

February 25, 2018, Sunday, 1:00-4:00 p.m. in the Caper Room

March 18, 2018, Sunday, 2:00-5:00 p.m. at Community Hall Rooms 4&5

May 4, 2018, Friday, 5:00-10:00 p.m. in the Florida Room

November 11, 2018, Sunday, 1:30-5:30 p.m. in the Florida Room