

Board of Directors Meeting Minutes

June 23, 2016 6:30pm

**Meeting Location: Master Clubhouse
2530 Key Vista Blvd.
Holiday, FL 34691**

Call to Order: Bob Fanning, President convened the meeting of the Master BOD at 6:30pm.

Proof of Notice of the Meeting: Notice was posted 48 hours in advance of the meeting at both Clubhouses, on two (2) signs at both of the entrances and on www.mykeyvista.com, and on the Master HOA official website. Proof of notice was established.

Proof of Quorum: Bob Fanning, Chuck Newman, Lori Loucas, Joe Harris, Ellen Maracotta and Bill Hubbard were present. Joe Sousa was not present. Also present was Chris Haines, LCAM.

Reading of the Previous Meeting's Minutes: Reading of the minutes from the May 26, 2016 Board of Directors Meeting was waved. Joe H made a motion to accept the minutes, seconded by Bill, all in favor.

Treasurer's Report: Lori read the Treasurer's report. Total assets \$2,015,250 of which \$1,504,000 are reserves. Budgeted expenditures were \$356,788. Expenditures were \$370,472 with a variance of \$13,684 due to the replacement of irrigation pumps and motors. Accounts receivable were \$160,764.76. Over 90 days were \$139,597.96 down from \$142,000. Expenses for RV lot are reimbursed to the masters and the RV lot is self-sustaining. Ellen asked that the treasurer's reports be approved by the board in the future. Chris stated that it was up to the board.

Old Business:

Bob presented a report from the maintenance manager. A new maintenance employee, Sasho, has recently been hired. Sasho is arriving at the clubhouse at 6:30 AM to be trained by Clyde in maintenance of the pool and the pool equipment. The cutbacks are going well with zones 1, 2 and 9 waiting to be completed because Renegade needed to purchase additional equipment. Clyde reported that Renegade is not cleaning up debris after cutbacks. Clyde said that the contract with Renegade was not as clear on this issue as it needed to be and that is why it hasn't been done. Bob said that the contract would be reexamined in the future. Clyde recommended that in the future, cutbacks should be removed from the landscape contract. He

recommended that a separate contract be created that would include cutbacks every 6-12 months. He stated that it would be less expensive and that Yellowstone isn't doing it. Chuck stated that Yellowstone isn't doing it because it isn't their job to clean up after another vendor. Chuck asked that since there are now 2 maintenance employees, perhaps one of them could clean up after Renegade. Bob will tell Clyde and Sasho to do this.

Clyde was to have given a better quality map of where cutbacks have been completed and where they need to be completed to Doreen who would enter the information and post it for homeowner information. Bob will address this.

Plantings at pond 3 with the fountain has begun with the addition of 7 bald Cyprus. Two of the trees were donated. Pond 6 plantings to mitigate the algae growth have not begun. One crepe myrtle has been planted in the island on Banner Stone Ct. Clyde is looking for a source for the two oaks for Banner Stone and the elm trees to replace the dead pines behind the pool. Clyde reported that the homeowners on Banner Stone Ct have not been watering the crepe myrtle as promised, but that he has watered them.

Erosion of Master's pond banks caused by drainage installed by 2 Villas homeowners at 2813 and 2817 Plantain Drive was addressed. The response from the Villas Board stated that it found no approval by them for the installations of drain pipes to the pond. Those homeowners will receive demand letters asking the homeowners to remove the drainage systems immediately and advising them that they must pay for the correction of the damages. The Masters will have the work done and bill the homeowners. If the homeowners default on payment, the matter will be referred to the attorney for collection. Chuck made a motion to send letters to the 2 homeowners on Plantain, demanding that they immediately stop the drainage and remove the equipment. Lori seconded. All in favor. The board will address the erosion issues caused by the home on Pleasant Hill at the next meeting.

Communications Committee: The board stated that it was not ready to discuss refunding Homeowners for the \$35 part of association fees because it is not at that point. The communications committee said that they were unable to determine the impact of termination of the Bright House bulk contract on homeowner's communications costs. The committee was able to obtain one bid from Bright House (Spectrum) that essentially is the same as it is now with some minor improvements and a questionable clause. Frontier (Verizon) declined to bid at the time of the meeting and Direct TV did not respond before the meeting. The committee said that different inquiries resulted in different quotes leaving no way to determine what residents would pay when the Bright House contract expires. Chuck was concerned that homes with multiple TVs would lose those services but the committee said that there is no way for the cable companies to terminate service to individual TVs in a household. Bob said that with the help of Terra he will get additional proposals.

Joe H motioned to dissolve the Communications Committee since its job was completed and that the board would now make decisions. Seconded by Chuck. All in favor. The board thanked the committee for its extensive work.

Ellen motioned to mail a survey to all homeowners regarding the termination of the Bright House contract. Chuck seconded. All in favor. Bob said that the survey will be mailed within 2 weeks' time.

Roads Committee: After a drive through, the committee has created a rough draft and is waiting for vendors to do the same. The committee is not ready to solicit bids at this point.

Easements: Chris reported that a certified letter to the homeowner at 2646 Banner Stone Ct was unclaimed and he has asked the attorney to prepare a pre-suit mediation letter. Chuck made a motion to send the homeowner a pre-suit mediation letter. Bill Seconded. All in favor.

It is the opinion of the attorney that the association may proceed with the installation of the well and the repair of the properties without the temporary easement granted by the homeowner at 2448 Bay Field Ct because permission is stipulated in the association's documents. The authorities will be called if the work is challenged by the homeowners on site.

New Business

Automatic Defibrillator (AED): the board discussed purchasing an AED that provides audible and written instructions as well as an alarm. Chris said that although the Good Samaritan Law protects users, he recommends training in its use. The board discussed the location for its installation. Joe H reported that this AED has a lifespan of 6 -7 years and requires maintenance and periodic testing. Ellen motioned to investigate and purchase an AED with audible and written instructions and an alarm, with a total purchase price of up to \$1500. Seconded by Joe H. All in favor.

Resident Comments: The board heard questions and suggestions about speeders and speed bumps on Key Vista roads; a request that the board post unapproved minutes; questions about delinquent owners losing clubhouse privileges, pool privileges and voting rights; concerns that delinquent owners will also receive the \$35 cable credit; RV reserves; adding electric outlets to the RV lot; questions about the Single Family Board policies (redirected to the Single Family Board); crime in Key Vista; and importance of calling the police about suspicious activity

Adjournment: Meeting was adjourned at 8:47 PM. The next Board Meeting is tentatively scheduled for August 4, 2016, at 6:30pm.

Respectfully submitted:

Ellen Maracotta, Secretary, Key Vista HOA, Inc.