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**Key Vista Single Family
Homeowners Association, INC.
Board of Directors Regular Meeting Minutes**

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DRAFT

July 18, 2023
6:30 PM
Key Vista Clubhouse

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Call to Order/ Roll Call / Quorum

- Meeting was called to order at 6:30 PM
- Secretary Robert Shumski and Treasurer Tommy Aquila were present.
- President Dominic Celima was present by phone.
- Sheri Brogan, LCAM from Terra Management Services LLC was also present.

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Approval of Minutes – June 20, 2023

Motion: made by Treasurer Tommy Aquila duly seconded by Secretary Robert Shumski to approve minutes from June 20, 2023, meeting. All in Favor Motion carries (2-0)

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Board of Directors – Officers Reports

- **President**
- **Secretary**
 - Dominic's had to leave the state for an emergency trip. He was present via phone.
 - Home on Indian Key received the \$100.00 Visa Gift Card. The board will continue with this as long as the current board is still serving on the board.
- **Treasurer**
 - Nothing to report currently.

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Committee Reports

- **Welcome Committee**
 - Money trees are very successful.
- **ACC Committee**
 - 15 applications last month.
 - All 15 were approved.
 - Construction materials for architectural requests are to be on the driveway not on the streets or on the common areas.

Management Report

- **Re-Sales**
 - 14 changes of ownership since January 1st 2023.
- **Financials**
 - Included in the board packet.
- **Collections**
 - The collections are escalating monthly, they are in the processing stages that follow through from statement, late statement fee, intent to lien, and lien, collections at the attorney.
 - Several homeowners have balances that are under \$10.00.
Motion: made by Secretary Robert Shumski, duly seconded by Treasurer Tommy Aquila to waive balances \$10.00 and under on the aging report. All in Favor Motion carries (2-0)

- 50 • Compliance Report
- 51 ○ Fining Review Committee Referrals (approximately 21 highlighted in yellow)
- 52 **Motion: made by Secretary Robert Shumski duly seconded by Tommy Aquila to send all**
- 53 **homeowners ready to fine. All in Favor Motion carries (2-0)**

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55 **Other Business/Homeowner Comments**

- 56 • Fee Reversal
- 57 ○ Homeowner attended meeting to ask for late fees and interest waived as she
- 58 paid the Master Association the fees and didn't realize she paid them to the
- 59 Master Association. She ended up having to come to Terra to pay her account in
- 60 full so that her account was now up to date.

61 **Motion: made by Secretary Robert Shumski duly seconded by Tommy Aquila to waive the**

62 **interest and late fees on the homeowner's account. All in Favor Motion carries (2-0)**

- 63 • Gate Repairs
- 64 ○ Robert discussed that last month the board voted to gift the funds to the Master
- 65 Association to fix the gates. However, the Master is not accepting the funds
- 66 because they said that if they accept the money to repair the gates as a gift then
- 67 they will have to pay taxes on that amount. The cost to repair the gates is
- 68 approximately \$1,300.00. Tommy will find out for sure if this is the case as he
- 69 didn't know the reason why.

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71 **Homeowner Comments**

- 72 • Homeowner was asking about his lawn and how his neighbors' weeds is encroaching
- 73 into his lawn. Homeowner wanted to know what the criteria is when Terra comes out
- 74 and does inspections.
- 75 ○ The board discussed that with the grass and the watering restrictions the HOA
- 76 BOD is very accommodating with the brown grass, if the entire yard isn't brown,
- 77 and it looks like the owner is trying to maintain the yard.
- 78 • Homeowners were asking about the villas and questioned why they have to pay fees
- 79 when there is a clubhouse in the association.
- 80 • Nancy would like to get a copy of the agenda prior to the HOA Meetings so that she can
- 81 post this on the Facebook page.

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84 **Adjourn**

85 **Motion: made by Treasurer Tommy Aquila, duly seconded by President Dominic Celima to**

86 **adjourn the meeting at 7:34 PM. All in Favor Motion carries (3-0)**

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88 Respectfully Submitted By:

89 Sheri Brogan, LCAM Terra Management Services, LLC

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91 Approved: Key Vista Single Family Homeowners Association, INC

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93 By: _____

94 Title: _____ Date _____

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96 **Notice was posted at least 48 hours in advance per Florida Statute 720**

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