

Key Vista Villas Homeowners Association, Inc. Board of Directors Meeting Minutes

January 22, 2018

Association President Jim Rice called the meeting to order at 7:02 P.M.

Marie Hawkins, Secretary, certified posting of Meeting Notice in compliance with Florida Statutes.

Roll call was taken. Present were Joe Careccia, Kerry Cushing, Marie Hawkins, Ellen Maracotta, Ken Nadler and Jim Rice.

Kerry moved to waive the reading of the December 22, 2017 minutes and to accept as presented. Joe seconded. All were in favor.

Officer Reports:

President: No report.

Vice President: No report.

Secretary: No report

Treasurer: Ken presented his report going over the financials ending December 31, 2017. Letter of Engagement has been signed to do our taxes and review financials. Ken pointed out that our water bill averages 8-11,000 gallons per month. January usage was 35,000 gallons. This was during the timeframe 11/31-12/31-2017. A possible leak will be investigated. Our electric bill averages \$1,000 per month for the Clubhouse and Pool. Marie moved to approve the financial report as presented. Kerry seconded and all were in favor.

DRB Report: Joe reported there were no applications submitted this month. The DRB Manual has been completed. It will be submitted for approval after the Covenants are submitted for approval. A discussion was had on adding the need for curbing to prevent the landscapers from getting injured by flying rocks. The Board suggests having a couple of choices for homeowners, so they can choose what fits their budget. This will be added to the DRB Manual.

Committee Reports:

Clubhouse – With there not being a Clubhouse liaison, Ken is temporarily assisting with this. Ken reported he does a sweep at the end of Board meetings. After the last meeting, the coffee and donuts were left out. Also, he found in the fridge food items from past social events that needed to be discarded. These items need to be handled by the committee, either immediately following the event, or shortly thereafter. Twelve (12) lightbulbs have been replaced. The flood lights are going to be replaced with motion sensor lights. Members asked about replacing the light over the door with a motion sensor light to prevent falls and/or injuries. Jim recommends the light over the clubhouse door remain on until the electrician can make the repairs to the flood lights.

Communications – Ken and Tommy stated many residents are worried about their information not being private on the community website. There is a way to hide your information if you don't want it shown to all. They also pointed out this website is only for homeowners and is not public information, as a user name and password are required.

Gates – Ken reported the gate arm has endured an uncommon amount of strikes to both the inbound and outbound gates. Ken needs help with the inbound gate to re-install it. A sign is suggested to be put on the gate arm stating there is no piggy backing.

Grounds – Joe read Kirk’s report. They have determined that donuts are homeowner’s responsibility to replace. Mowing has been delayed to next week due to the slow growth during the Winter. Any sprinkler heads that are high, should be put in as a TSC to prevent broken sprinkler heads. Pratt’s name has changed to PrimeScape. There is a mulch sign up sheet in the Clubhouse. There are two options – one is red shredded and the other is pine bark. Delivery of mulch will be 3/14/2018. They are looking for more members on the Grounds Committee. Volunteers are asked to attend meetings on the second and fourth Mondays.

Hearing Committee – No report.

Pool – Ellen reported there was a problem with chlorine and temperatures. Those are being corrected. She was just made aware of a problem with the spa jets not working. This will be taken care of. There are still five (5) chairs and chaises to be repaired.

Welcome – Kathy and her team have welcomed new residents. Vivian has joined the Welcome Committee.

Social – Pat Galea is our Social Committee Chair. She is out of town and there was no report. Lotus Russell is working on a Meet and Great scheduled in February.

Management Report: Chuck provided his report.

Correspondence: Marie read a thank you card from a resident

Unfinished Business:

Collections/Foreclosures – Ken advised an offer has been accepted for the Walker property. The Masters has to approve this. The Association is waiting for that response. Once received, the Board will then remove the fines in the amount of \$3,000. This amount will be written off to Doubtful Accounts.

KVV Insurance and 55+ Affidavit compliance status report – Ken advised there has been an abundance of age affidavits and homeowners insurance paperwork submitted to RPM. These forms were put into the Pelican and delivered to all homeowners. RPM is working diligently to get these uploaded and over to the Board. There will be an update at the next Board meeting.

KVV Insurance and 55+ Affidavit Compliance by Residents – Jim reported there were 13 age affidavit violations. Those owners received a violation letter and were requested to provide the documents, as required by our Covenants.

Non Compliance Report – Jim advised violations are continually being tracked.

Hot Water Heater – Ken reported the hot water heater has been replaced. He has written the date of installation on the water heater for future reference.

KVV Covenants – Jim reported a copy of the revised Covenants has been provided to our Attorney. They have provided their approval. On February 12, 2018, at 10 am, the Attorney will be in the clubhouse to answer any questions regarding the re-written Covenants.

New Business:

KVV Bylaws – Kerry moved to approve the amended Bylaws of the Key Vista Villas Homeowners Association, as presented, Version 2, received on January 15, 2018. Ken seconded and all were in favor. Marie made a motion to amend 5.1 with three Directors elected in even years and four Directors elected in odd years. Ken seconded and all were in favor.

February Meeting Date – The next meeting will be held on February 26, 2018, at 7pm in the Clubhouse.

Appoint New Board Member to Fill Vacancy – Jim moved to nominate Lotus Russell to the Board of Directors through March 2019. Lotus accepted. Kerry seconded, and all were in favor.

Election of Officers as Necessary - The Vice President's position is open to fill. Jim moved to nominate Kerry Cushing to the Vice President position. Kerry Accepted. Marie seconded, and all were in favor. With the nomination of Lotus Russell to the Board, she will be the Clubhouse liaison.

Administrative Announcements – Jim advised Marie will be putting together a new Homeowner Directory. This has not been done since four (4) years ago. The Board is in agreement on keeping the emergency numbers in the book, but not listing the Board members since they change year to year. Kerry stated he has a shortened version of the rules that can be provided with the new Directory.

Meeting adjourned at 8:19 PM.

Respectfully Submitted,

Marie Hawkins, Secretary
February 26, 2018
Approved at 2/26/2018 BOD Meeting