

Key Vista Villas Homeowners Association, Inc.
Board of Directors Meeting Minutes
November 25, 2019

Association President, Kerry Cushing, called the meeting to order at 7:00 P.M.

Marie Hawkins, Secretary, certified posting of Meeting Notice on 11/23/19

Roll call was taken. Present were Kerry Cushing, Gary Harris, Marie Hawkins, Monika Kopczynski and Ellen Maracotta.

Notice posted 11/21/2019.

Marie moved to waive the reading of the October 28, 2019 Board Meeting and approve them as presented; seconded by Kerry and all were in favor.

Officer Reports

President

Compliance – There were 4 Violations issued for lot upkeep which were for dirty driveways and mail boxes. Six out of date Age Affidavits, 10 will be out of date in the next 30 Days.

Insurance Affidavit – 22 are out of date now and 23 out of date in the next 30 days. When you do the Insurance Affidavit, send the declaration page – not the invoice. Some Insurance Companies will provide you proof of insurance.

Grounds – Mu-Grow will begin work tomorrow and in the next 30 days sod replacement will be complete. If you want to talk about anything regarding your lawn, please show up at the Grounds Committee meeting – first and third Mondays of the Month.

Gates – There were a couple of knock downs on Wood Pointe Drive. Tommy has a great Committee, well organized. When there is a gate problem, they are notified and go over and fix the problem. Gate repairs were \$1159.00.

Vice President

Gary officially tendered his resignation, effective this Board Meeting.

Covenants Working Group - Ken reported this has been on hold due to his travel. They are working on what a YES vote means and what a NO vote means. He expects to have a significant report for the December meeting.

Treasurer

Monika presented the October Month-end financial report.

Social

There will be a pot luck Dec. 14th. Thank you to Renee and all her helpers for a really nice job decorating the Clubhouse for Christmas. There were many volunteers.

Secretary – Extra white books are updated; one is on the Bookcase, along with an example of the specific shingle required for roofs. The DRB Manual has been put in a binder and is on the Bookcase.

Director – Ellen

Stone mason has been contacted to give an estimate on roof repairs for the chimney leaks. We will vote on that tonight. New mats have been purchased to replace the old mats outside rest rooms on the pool side. The POW/MIA Flag was tattered and Kerry replaced it. Ellen is still seeking bids for landscaping outside the Clubhouse. Rest room sink aerators will be replaced soon.

Management Report - Report has been received. Nothing in it requires any action.

Design Review Board Report

Four applications and all approved. One for new Air Conditioner, one for rescreening Florida Room, one for replacing windows, and one for planting a Bismarck Palm. DRB Committee Chair advised they want to do an update to the Manual. Kerry advised they can make changes as they see fit.

UNFINISHED BUSINESS

Repair Clubhouse Doors - Kerry advised we have tried to get several bids, but only have one. This bid is \$577.46. Kerry motioned that we accept this bid, seconded by Marie. Ellen explained sweeps are breaking off and there are spaces where you can see out when doors are closed. All in favor of this motion. Contract signed by Kerry. Ellen will be contact person for this repair.

Clubhouse Landscape Repair

Tabled again. Ellen will give Kerry the changes suggested and Kerry will give to Mu-Grow for a new bid.

Veterans' Marquee – This is no longer a Board issue. A decision has been made about what to do, and the cost. Donations are to be sent to RPM; checks are to be made out to Key Vista Villas HOA and marked “Flag Account.” A corrected email blast will go out confirming how to make out checks. A periodic report will be given as to the amount in this account. As soon as there are enough donations in the account, the replacement Marquee project will be completed.

OLD BUSINESS

ClubHouse Landscape Enhancement –

Ellen discussed the project and ideas received from the Board. Ellen requested the Board consider approving an amount of between \$1500.00 and \$2000.00 for this project and she would re-discuss this with the vendors and get the work done. Marie addressed how bad the outside of the Club House looks. Ellen made a motion requesting a max of \$2,000, obtain a min of 2 bids, and get the landscape outside the Club House cleaned up; seconded by Marie. All approved. Motion carried.

NEW BUSINESS - (Nobody signed up to discuss)

Appoint New Board Member – The Board discussed appointing Dave Sneddon. Dave accepted. Kerry motioned that we appoint Dave Sneddon as a Board Member; seconded by Ellen. All in favor. Motion carried.

Approve New DRB Member – Kerry motioned we approve Ro Massimo, Pam Feinstein and Tom Simms for the DRB. Seconded by Ellen. All approved and motion carried. Kerry asked the DRB Members to please exercise prudence when making decisions. It affects the whole Community – everything you say and do as a DRB Member.

Approve Chimney Work - Kerry motioned we approve the proposal from Hayes Massonary to fix our chimney and possibly the leak that's coming down inside. Seconded by Monika. Both Kerry and Chuck have tried to find other stone masons to give estimates, but they have been unable to find anyone else. Four Board Members approved; Ellen opposed. Contract price is \$3,240.00.

Approve 2020 Key Vista Villas Budget – Numbers were provided by Chuck Pitassi. Budget was prepared by Monika Kopczynski, Joe Kleupfel and Kathy Binette. Monika motioned we approve the 2020 Budget, in the amount of \$320,638, which comes to an increase for every homeowner of \$5.00 per month. Monthly Fees increase from \$155.00 to \$160.00. Seconded by Kerry. All approved. Motion carried unanimously.

Administrative Announcements

Next Board Meeting Date – It was unanimously approved that we do not schedule a December 2019 Board meeting.

Respectfully submitted,

Marie L. Hawkins, Secretary
January 27, 2020