

KEY VISTA VILLAS HOMEOWNERS ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
November 19, 2012 – 7:00 P.M.

**Call to Order-** The meeting was called to Order by Frank Flesch at 7:00 P.M.

**Certifying Posting of Notice-** The notice for this meeting was posted in due time on Saturday morning, November 17, 2012.

**Roll Call-** Present were Frank Flesch, Jim Rice, Ken Nadler, Carmen Andino, Ed Nessler and Collin Cagle

**Approval of Minutes of Previous Meeting-** On a Motion by Frank and second by Jim the Minutes of October 29, 2012 Board meeting were approved by a unanimous vote.

**Officer Reports-**

**Treasurer's Report-** Ken read the Treasurer's report for October 31, 2012. The results are as follows:

- Ending Balance in the Operating Account was \$25,134.71.
- Ending Balance in the Reserve Account was \$237,832.11.
- The Ending balance in Delinquent Owner fees is \$45,910.49, of which \$42,045.59 is 90 days past due, represented by 7 units. There is one additional unit that is 30 days past due which is in Lender Foreclosure.
- The operating expense for the month was \$25,176.66, which is a variance of \$ 9,007.66 over budget. The bulk of that variance is \$7,000.00 paid to West Coast that should have been billed and paid last month. Additionally we paid insurance plus gate repairs in October.
- Total operating expenses year to date are \$161,239.11, under budget by \$450.89.

Frank made a motion to approve the Treasurer's report as read. Jim seconds the motion and the BOD approves by unanimous vote.

**Design Review Board (DRB) Report –** Frank reported that the DRB volunteers resigned. Three volunteers have come forward to fill the vacancies. They are as follows: Betty Sarkis, Carol Armour and Janet Yeaw. Frank made a motion to appoint them to the DRB, Jim seconds the motion and the BOD approves by unanimous vote.

**Committee Reports**

**Clubhouse, Welcome, Social & Pool-** Carmen reported the following:

- Thanksgiving Buffet held on November 17. They received \$ 250 from the HOA for the event (turkeys and ham), \$50 from anonymous donor, \$62 from 50/50 raffle for a total of \$362. Expenses totaled \$367.28.
- Memorial service conducted on November 18.

Activities planned:

- Christmas tree trimming event to be held on December 8<sup>th</sup>.

Estimate for clubhouse repairs includes replacing three pool patio fans with outdoor fans; replace approx. 10 light bulbs in the clubhouse and replace three exterior lights with photo cell and/or motion sensor; total \$1,050.00. Discussion followed; Coleen received a price from World Class for \$75.00 to install 13 lights. The BOD asked Coleen to confirm

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World Class's hourly rate to install fans and the committee will check fan prices for the next meeting. Frank made a motion to approve the report, Ken seconds the motion and the BOD approves by unanimous vote.

Carmen recommended Marge Gibbons as a new member of the committee and requests the BOD approval. Frank made a motion to accept Marge into the committee. Jim seconds the motion and all voted in favor.

Grounds & Gates- Collin reported that they have received 7 service complaints since the last BOD meeting, YTD received 104, YTD 100 closed. They are now emailing service complaints to West Coast and RPM. Good feedback coming from residents.

Gates: Accurate Electronics service call completed on November 19 to assess various replacement items: display, keypad lights, etc. Accurate Electronics is working on a detailed quote.

Grounds contract in the final stages, anticipate draft copy to the BOD no later than the first week of December.

West Coast completed 7 homes for the detailed irrigation inspections. They may decide to use another set of homes in the older section of KVV.

Committee would like to recommend the addition of Ian Girvan and requests BOD approval. Jim made a motion to accept Ian to the grounds committee. Frank seconds and all vote in favor.

Finance, Budget & Insurance- Frank reported that the committee chairman would not be back until December. There was discussion regarding the upcoming budget meeting.

**Management Report**- Coleen reported that she has been meeting with the Grounds Committee bi-weekly. She received the quote on the lights for the clubhouse and will get a quote on the fan installation cost. Pilot Pool has been contacted regarding the Chlorine levels and cleaning the pool.

**Correspondence**- None to report.

**Unfinished Business**

Clubhouse Repairs- Frank asked Coleen to get additional quotes on replacing lights and installation of fans. The committee will get a price on outdoor fans for the clubhouse. Frank made a motion to allow the committee chairman and liaison to spend up to \$500 on any budgeted item for repairs. Jim seconds the motion and all vote in favor.

Collections/Foreclosure/Rental Issues on Delinquent Properties- Tom Wokurka, Senior Vice President and Chief Financial Officer of Patriot Bank, discussed the current legal environment. Frank made a motion to table any action on Foreclosure/Delinquent Collections to the next BOD meeting. Jim seconds the motion and all vote in favor.

Covenant Violations- Frank proposed that RPM inspect KVV for Covenant Violations, speak to the violators and report to the Board, if the violations have not been corrected.

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If a letter needs to be sent, the BOD can approve it at the next BOD meeting. Grounds Committee offered to go with RPM. Frank tabled to the next meeting.

Pasco Alliance of Community Associations- KVV is now a member. Ken recommended the BOD share in attendance. Meetings are held on the 3<sup>rd</sup> Wednesday of each month at 7:00 p.m. in Land O' Lakes.

BOD Orientation- A date will be set after the new election in February.

**New Business**

Gate Repairs- Already Discussed

Opening New Bank Account- Ken made a motion to authorize the Treasurer to invest \$200,000 of paint reserve funds for two years at Jefferson Bank into a jumbo Certificate of Deposit at a rate of 0.75%. The authorized signers will be the President, Treasurer and representatives of RPM "as agent" signing singly. Frank seconds the motion. All vote in favor.

Special BOD meeting to address 2013 Budget- To be held on Wednesday, December 5, 2012 at 7:00 p.m.

December Board Meeting- No December Meeting

Meeting Open to Residents- Homeowner requested to see records, Frank asked him to submit request to RPM. Resident also asked about Florida Friendly plants and installing them. The Board asked him to submit it to the DRB for record keeping purposes.

**Adjournment**

There being no further business, on a Motion by Frank and second by Jim, the Motion carried unanimously and the meeting adjourned at 8:46 P.M.

Respectfully submitted,  
Kenneth S. Nadler, Secretary

Date Approved: Dec 19, 2012

Approved by: 

Title: SECRETARY