

Villages of Devonshire
Board of Directors Meeting Minutes
March 30th, 2021

1. **Call to Order:** Robert Mueller called the Board meeting to order at 6:33 PM.
 - a. Board Members Present: Robin Chagares, Edward Lewis, Kathleen Nidasio, Robert Mueller. Leslie Urso and William Alvarez, Jr. represented Unique Property Management. Robert Mueller moved to accept the quorum, seconded by Robin Chagares.
2. **Election of Officers:**
 - a. Robert Mueller nominated for President by Kathleen Nidasio seconded by Robin Chagares. Unanimously approved.
 - b. Edward Lewis nominated for Vice President by Robin Chagares, seconded by Kathleen Nidasio. Unanimously approved.
 - c. Robin Chagares nominated for Secretary by Leslie Urso, seconded by Robert Mueller. Unanimously approved.
 - d. Leslie Urso nominated for Treasurer by Robin Chagares, seconded by Robert Mueller. Unanimously approved.
 - e. Kathleen Nidasio nominated for Member at Large by Robert Mueller, seconded by Leslie Urso. Unanimously approved.
3. **Reading and Disposal of Unapproved Minutes:**

Approval of Jan 26th, 2020 meeting approved with below corrections. Reserve surplus increased and surplus changed. Prior amounts reflected amounts pending EFT's. Operating Account amount changed from \$48,312.87 to \$48,535.87; the Reserve Account was changed from \$133, 428.79 to \$150,971.24; Assets of the 6 CD's changed from \$608,004.97 to \$610,446.71; Dec 31st Operating Account \$48,312.87 changed to \$48,535.87 minus prepayments of \$5,097.62 changed to \$7,734.64; adjusted \$43,215.25 changed to \$40,801.26.
4. **Manager's Report:**
 - a. Treasurer's Report: William Alvarez, Jr. reported that as of Feb 28th, 2021, the Association's Operating Account has \$52,785.82, the Reserve Account has \$165,618.34, the assets for the 6 CD's total \$608, 857.69. Total current assets are \$829,965.85. Robert Mueller moved to accept the treasure's report, seconded by Kathleen Nidasio. Unanimously approved.
 - b. Delinquent Accounts: William Alvarez, Jr. reported one delinquency. Will wait until April 15th before sending letter that the attorney will be notified. Monitoring will continue.
 - c. Moving Surplus to Roof Reserve Account. Robert Mueller made a motion to transfer \$34,123.26 surplus to the roof reserve account. Edward Lewis seconded the motion. Unanimously approved.
5. **Report of Officers:**
 - a. DRB Committee-
 - o One DRB applications were approved in February. 10208 Replacement Front Screen Enclosure, Lanai Extension w/ kick plate & awning
 - o Three DRB Applications were approved in March. 10217 remove Loropetalum and replace with Azalea's; 10278 six three pane Impact Window Replacement; 10264 Laurel Oak

removal, root pruning, tree mitigation, add 2 Crepe Myrtle where side bushes are.

- Addition to the DRB Guidelines presented.

Outdoor Lamp Replacement-The DRB Committee approved an outdoor light replacement- Townhouse Black 15 ½ “High Outdoor Wall Light costing \$83.99. It can be ordered at Lamps Plus.com. If homeowners select NOT to paint their existing outdoor lamps, and replace it they must submit a DRB application. This addition will be added to the Homeowners’ List of Responsibilities and the DRB Guidelines. Inspection of the outside lights will be included in future HOA monthly inspections.

- b. **Unfinished Business:** Board policy- bids for contracts & repairs. The question was if our covenants require us to get bids; and if so, is there a monetary amount that determines the number of bids we get. Robert Mueller went through Devonshire and Arbor Green’s Covenants. There is no mention that we are required to get bids to change a contract. In the past if we were doing a major change/ a major amount of work, we have gotten 3 bids. We will continue with that practice.

6. **New Business:**

- a. Bids for new lawn service contract. Three landscaping bids were requested and received. The DRB Committee reviewed the three contract proposals and selected LeBel Landscaping. Joe Cruz (VP) & Brian Stephens (Director of Maintenance) discussed services they would provide and answered questions from the board and the members at large. It was recommended that the DRB Committee visit comparable neighborhoods and take pictures. In addition, prepare a cost analysis between all three landscapers and present it to the board. There will be a separate board meeting to review this information and then vote to select the landscaper. Unanimously approved.
- b. Roof Replacement Update -. An updated bid was received. The price rose to a million five hundred thousand five hundred dollars. Any plywood that would need to replace would be extra. In the last five years we have spent one hundred sixteen thousand four hundred and ten dollars. No decision will be made at this time. The 2020 expense was half of 2019’s expense. Any reserves have been transferred to the roof reserve account and that will continue. Over the next six months, the board will reevaluate projected monthly fees. In order to adhere to consistency all, the roofs will have to be done at the same time. If it has to happen sooner than the 2030 projected time frame, we may not have enough money. There are a couple of options. 1. Increasing the monthly fees sooner than what was projected 2. The HOA could take out a bank loan, to be paid off over so many years.

- 7. **Adjournment:** There being no further business, the meeting was adjourned at 8:28 PM.

Next Scheduled Meeting: June 29th in the Gathering Room at 6:30PM.