

Canterbury Glen Homeowners Association

Meeting Minutes

January 14, 2019

7:00 PM

Attendees:

Brett Meyers	<i>President</i>
Steve Wells	<i>Treasurer (conference call)</i>
Cindy Eckert	<i>Secretary</i>
James Rogers	<i>Member at Large</i>
Sina Taylor	<i>ACC Member</i>
Terri Waites	<i>Resident/ACC Candidate</i>
Susan Morrison	<i>Resident</i>
Cameron Gillingham	<i>Resident/Board Candidate</i>
Linda Wizner	<i>Resident</i>

action items indicated by **bold font*

❖ Elections:

- Board Member Candidates:
 - 5 candidates required.
 - New candidate – Cameron Gillingham
 - Incumbent candidates - Brett Meyers, Steve Wells, Cindy Eckert, James Rogers
 - No objections. Vote approved.
 - Positions will be determined amongst the candidates. Steve to remain treasurer.
- Linda reminded the Board that Cameron cannot be on the Board and ACC at the same time.

❖ Secretary Report approved as presented and accepted.

❖ Treasurers Report approved as read and accepted.

- Social committee check requests submitted in November and December. Check requests submitted in December but not paid out until January 2019. These items were included in 2018 expenditures to document pending expenses but not deducted as expenditures until January and included as expenditures for 2019.

- The HOA will likely need to purchase a new front announcement sign in 2019 as the current sign is worn and breaking.
- Remaining funds in checking account as of December 31 are \$576.36.
- Reserve Pool Account has a balance of \$33,999.95 as of December 31.
- Total income estimates for 2019 are \$17,225.00.
- Supplies/mail expenditures were higher in 2017 than previous expenditures because it included switching post office boxes. Steve has now separated PO box and mail supplies, for clarity.
- 2018 actual expenditures include notes identified in Proposed 2019 Budget handout.
- 2019 Proposed Budget includes the miscellaneous expenditures from 2018 funded in 2019.
- James still needs to submit the expense for the new Christmas Light contest place signs of approximately \$50 that is a 2018 expense paid out in 2019. Anticipated estimated 2019 funds available should be able to cover some minor additional expenses not currently included on 2019 proposed budget.
- Linda asked what is sunbiz? It is the State of Florida nonprofit registration fee required annually.
- Past due or unpaid annual dues are not included in the 2019 budget. The two homes that have past due fees are in foreclosure and may have estoppel documents submitted in 2019.
- Motion to approve 2019 budget by Brett. Second by Cindy. Budget approved.
- Dues tracker as of 1/12/2019: 19 dues paid to date. **Cindy to place update on front sign when removing meeting notification.**

❖ ACC Report:

- Ashley Gotsis is still on the ACC. Terri Waites is also volunteering to join the ACC. Susan Morrison can help support ACC when she is in town.
- Community walk about potentially to be performed in early Spring.
- Susan has provided Sina all the available ACC records, both physical and electronic.
- Linda advised that a Board Member can have a spouse on the ACC.

❖ Crime Watch Committee:

- Lindsey Stewart volunteers for the Crime Watch Committee but was not able to attend the meeting.

❖ Social Committee:

- Lindsey Stewart would also like to join the social committee. Shannon Rogers and Lindsay Meyers also support events.

- Next event will be Easter.

- ❖ Old Business:
 - Tree trimming along front wall was performed in December 2018 and paid in 2019.
 - Potential Front Planter Maintenance Contract: George of Nature Sprouts has been contacted but not able to connect. **Brett to contact and request a proposal.** Recommended by Susan. He is a professional landscaper and does maintain some properties in the community. Brett to request a quote that includes plant material. Current budget does not include contracted planter maintenance.

- ❖ New Business:
 - Candidate and vote for new board – discussed above.
 - ACC Committee – discussed above.
 - Deferred maintenance of culverts/stormwater drains in preparation for rainy season – The Board plans to wait for the upcoming SFWMD system evaluation and review recommendations.
 - Front Wall Maintenance – The reserve account can be used for capital projects. The front wall has been an ongoing concern. The styrofoam cap currently in place is difficult to repair and will likely need to be replaced.

- ❖ Open Discussion
 - Community stormwater system due for inspection as required by SFWMD – Steve recommends contacting the firm that did it previously. That firm has sent us a reminder mailing. **Steve to contact firm and get a quote.**

- ❖ Next meeting – March 11, 2019 at 7:00 p.m.

- ❖ Meeting adjourned at 7:55 p.m.