



Wexford West Homeowners Association

Board Meeting Minutes:

1/21/2025
Google Meet - Virtual
Palm Harbor, FL 34683

Meeting Called to Order: by Lisa Lawton at 7:06 p.m.

Quorum Established: In attendance – Ed Sanborn, Lisa Lawton, Jeff Herman

Approval of Minutes: Ed Sanborn motioned to approve the minutes of December 10, 2024; 2nd by Jeff Herman and the motion was unanimously approved.

Ed - Updates from President

- Annual meeting update on proxies and dues
 - 26 proxies received (1 invalid)
 - 35 e-consents received
 - 74 residents paid dues of 187 homes (excludes Daventry)
- Attorney letter from Daventry (funding common ground expenses via the Admin funds in three installments)
 - Background: Due to the two hurricanes in the fall we had debris clearing vendor charges. We do not have enough money in Common Grounds budget to pay the vendor invoices for the debris clearing. In addition, we have a long-standing issue with the swing set needing to be fixed/replaced.
 - Wexford HOA requested to Daventry President to have both HOA entities to inject money from their admin accounts to the common ground account as both Admin accounts for each HOA currently have a surplus and this would avoid need for a special assessment to the residents/owners. Agreed verbally to approx \$10k in total. \$3,968k Daventry (in 3 installments) and \$5,984 Wexford. Daventry sent a legal document regarding this agreement of funds transfer which would require attorney review.
 - Ed discussed with Daventry HOA President a proposal to show good faith and initiate deposit of the WW HOA funds first and show evidence to avoid having to sign the legal agreement. This was verbally accepted by the Daventry HOA President. Ed put forward a motion to approve to transfer \$5,984 from the WW HOA Admin account to the Common Grounds account (\$32 per household) in one installment now to show evidence to Daventry and allocate towards hurricane storm damage and repair/replacement of the park swing set. Lisa and Jeff second the motion.
- CR1/Alt 19 Electrical Work for the Signs
 - Brocks Electric identified the problem with CR1 sign. Underground lines are under a large stump. Recommending new lines to be installed via a 3rd party. Brocks to send a quote so we can forward to Duke to confirm that they will cover the costs. Photos were taken to share with Duke as well.
 - Brocks needs to return to diagnose issue with electricity on Alt 19 electrical for signs.

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- Irrigation/sprinklers maintenance update
 - Sunrise fixed a few sprinkler heads with our irrigation system.
 - Ed and Jeff to meet with some additional vendors to obtain quotes.
- Received a request for meeting notes from the Sept special assessment meeting.
 - Lisa to connect with Ken and generate the meeting notes. Ed to review notes and then upload to website.
- Kids riding Ebikes in the park.
 - We need to notify the community that riding Ebikes in the park is prohibited. It's not only dangerous but will damage our irrigation system.
 - Jeff looking into signage and running by Daventry.

Jeff – Updates from Treasurer

- Jeff put forward motion to approve required State of FL HOA Board of Directors requirement to have a 4 hour certification course and purchase 6 seats. Cost was under \$100 through ProLicense. Lisa and Ed second the motion.
- Reviewed the financials (admin and common grounds) and vendor invoices
- General discussion on if we should have a system to submit dues, ability to send emails, distribution lists, newsletters, etc.
- Also discussed purchasing a license through Google Meet so meetings can go longer than 1 hour. Cost is \$125. Jeff put forward a motion to approve. Ed, Joe and Lisa 2nd.

Lisa - Updates from Secretary

- Ken/Lisa continuing to partner together during the transition.
- Jeff/Lisa to partner on tracking process for annual letters, dues and proxies.

Other Business

- Retention Wall, North Pond – we need to hold off for now and check with Pinellas again.
- Swing Set – once funding is received from Daventry, we will need to pay the storm damage invoices and then whatever is leftover can go toward purchasing the swing set. Ideally this will be purchased before end of March.
- Request from Daventry to move picnic table to area across from their street entrance. Ed and Jeff to try and find a group to help move the table this week.

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Adjournment: Meeting adjourned at 8:34 p.m.

The next Board meeting is our Annual Meeting and will be held on Feb 4th at 7 p.m at Suncoast Church.