

Tarpon Bay Villas Homeowners Association, Inc.

Board of Directors Meeting

January 26, 2017

Call to Order: The meeting was called to order by President Cassandra Chan at 6:00 p.m.

Roll Call: Present for the Board: Cassandra Chan, Dorothy Jansma, Dawn Kleabir, Tracey Mascola and Rachel Swain. Management was represented by Diane Frazier of Secure Property Management.

Proof of Notice: Notice was posted January 24, 2017.

Reading of Unapproved Minutes: A motion from Dawn to approve the minutes of the November 16, 2016 Board of Directors meeting as read was seconded by Rachel. All yes, motion carried.

Financial Report: Diane reported as of December 31, 2016: \$31,048.36 in operating and \$1,072.00 in accounts receivable.

Architectural Review: Dorothy reported the next inspection is tentatively set for February 13th.

Old Business: The installation of individual water meters will cost \$9,972.00 or \$277.00 per unit. Once installed the Board will look to amend the budget reflecting the water/sewer cost. Management will investigate how the project can be funded (i.e. operating funds, onetime payment from Owner....) and investigate scheduling and time needed to implement individual meters and report back.

We are preparing to put to vote the roof replacement project, whether to install as a group or individually. Whatever the outcome of the membership vote, all asphalt roofs will need to be replaced this year. Costs will be greatly reduced if completed as one. Management will invite our roof consultant to the membership meeting to answer owner questions regarding the project and inquire about roof companies that may offer financing.

New Business: Two violation letters have been delivered with expectations that each problem will be resolved. The Board of Directors will not waiver on enforcement.

Adjournment: There being no other business a motion from Tracey was seconded by Rachel to adjourn at 6:58 p.m. All yes, motion carried.

Submitted by

Diane Frazier
Secure Property Management, Inc.