

Tarpon Bay Villas Homeowners Association, Inc.

Board of Directors Meeting

April 5, 2017

Call to Order: The meeting was called to order by President Cassandra Chan at 6:01 p.m.

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

Proof of Notice: Notice was posted March 29, 2017.

Reading of Unapproved Minutes: A motion from Dorothy to approve the minutes of the January 26, 2017 Board of Directors meeting as read was seconded by Tracey. All yes, motion carried.

Financial Report: Diane reported as of February 28, 2017: \$27,563.37 in operating and \$2,548.00 in accounts receivable.

Amendment Committee: Lynn Otto made the following amendment recommendations to be considered by the membership:

Capital Contributions (Suggest \$300 with the possibility of raising in the future)

Application fee. Currently we charge for the background check only. Most communities charge \$100.00.

Diane suggested Acceleration of Payments for delinquencies. If instituted, this would only affect the chronically late payers.

Hearing/fining Committee: In order to implement fines for constant rule violators, a Hearing/fining committee must be established. Lynn Otto volunteered and two more volunteers are necessary. They cannot be Board members.

Architectural Review: Dorothy reported on the findings from the recent inspection. Many of the major infractions have been addressed. Management will mail notification letters to members requiring work/painting/cleaning to be performed on their homes. Next mailing to include trash pickup day reminder (Monday and Thursday) to be placed out only on the day of pickup and retrieve the trash cans/bins the evening of pickup day, refrain from using plastic bags and suggest unit numbers be placed on trash cans.

Old Business: Our roof consultant is preparing the specifications for the new asphalt shingle roofs. He should be able to provide us with a rough figure for replacement next week.

Parts are on order for the installation of submeters. Once a schedule is prepared Owners will be advised.

New Business: The Board accepted the resignation of Dawn Klearbir and are hoping a volunteer will step up.

Adjournment: There being no other business a motion from Dorothy was seconded by Tracey to adjourn at 6:54 p.m. All yes, motion carried.

Submitted by

Diane Frazier
Secure Property Management, Inc.