

# Avondale Grove Homeowners Association

## Board of Directors Meeting Minutes

### January 14, 2014 Panera Bread 6:30 pm

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#### **CALL TO ORDER @ 6:28 pm**

Board Present: John Avender, Drew Barthle Jr., Al Causey, Tiffany DelValle, Bob McConnell

Homeowners Present: Cynthia Avender

#### **APPROVAL OF MINUTES**

November 2013 Annual Budget Meeting Minutes

- Motion by John to approve minutes as written
- Seconded by Al
- Motion approved 5-0 in favor of approving minutes as written

#### **OFFICER ASSIGNMENT**

- President-Bob McConnell
  - Vice-President-Drew Barthle, Jr.
  - Treasurer-Tiffany DelValle
  - Secretary-John Avender
  - Board Member at Large-Al Causey
- **Action:** Bob to update Sunbiz to reflect Vice President Role

#### **Committees**

- Architectural Review – Kay Green
  - Board encouraged to reach out to community to seek volunteers
    - Already posted to website and Bob has already sent out 2 emails
- Gate-Drew will serve as the point person for gate issues
- Lawn Maintenance
  - We need to be more proactive to identify a lawn chairperson to create checklist based on vendor statement of work, to be completed on a monthly basis to confirm work by vendor
  - Al volunteered to serve as Lawn Maintenance Chair person
  - Policy to begin in January February
  - **Action:** Board will review January Report and Checklist form at next meeting
- Gate Call Box-Drew has offered to address issues at first and triage to Al for issues that require action
- Front Entrance Lights: Al volunteered to manage
- Gate Security Code Maintenance: Tim Sullivan will continue to manage software maintenance for this year

#### **FINANCES**

Bank Account Balances – Tiffany

- Checking - \$14,081.97
- Money Market - \$34,508.02

- Total - \$48,589.99

#### Past Due Assessment Status

- 1528 Avondale Ridge – Callins (\$76.11)
  - Added to January assessment
- 1617 Avondale Ridge – Mathis (\$496.11)
  - Paid in full
- 1511 Avondale Ridge – Buckner (\$25)
  - Late fee added to January assessment
- 1512 Avondale Ridge – Bellfy (\$6.11)
  - For postage for attorney's fee
  - Added to January assessment
- 1625 Avondale Ridge - VanderPloeg – (\$120)
  - Added to January assessment
  - Holding invoice until current homeowner is determined
  - **Action:** Bob to contact Tim to disable gate code for home

#### Gate Call Box Management – DoorKing

Reimbursement to Tim Sullivan \$35.53

#### 2013 Tax Return

- **Action:** Tiffany to contact CPA to confirm completion of 2013 tax return and that we paid for return
  - Payment confirmed

Stamp Expense reimbursement to John for Elections-paid

### 2014 BUDGET ADOPTION

Increase Lawn Maintenance Budget to \$4,800 annually

- **Action:** Tiffany to provide new budget document reflecting the landscaping budget change
- Vote on 2014 Budget
  - Motion made by AI to approve new budget with adjusted lawn maintenance budget
  - Seconded by Tiffany
  - Vote 5-0 in favor to approve new budget

### UNFINISHED BUSINESS

#### Lawn Maintenance Contractor Performance

- **Action:** AI will contact Boundaries and request new contract with cancellation clause amendment. Board will review and sign contract at January 2014 Board Meeting
  - Contract signed with new vendor
- **Action:** If Boundaries is willing to adopt HOA contract amendment we need to decide on how to terminate relationship with current contractor (3<sup>rd</sup> Generation)
  - Cancellation made to vendor by AI
  - Last payment would be for December services
- **Action:** Bob to send email notification to homeowners

## Architectural Review Appeals Process

- **Action:** Revise and publish on the website an amended Architectural Review Appeals process.
  - Tabled until next meeting

## NEW BUSINESS

Republic Waste Services 813-265-0292 – Excessive oil stains in community

- **Action:** John to contact Republic Waste Services to address

Front entrance lighting – AI

- Received homeowner suggestion to change bulbs to LEDs
  - LEDs are more energy efficient
  - LEDs are more expensive initially but last longer and more cost effective over 1.5 years
- AI estimated expense for LEDs ~\$170
- AI will compare prices at Lowes vs online suppliers to secure best price.
- Motion by Bob to approve a purchase, up to \$200, to replace existing lights with LED lights
- Seconded by John
- Vote 5-0 in favor of motion to replace all incandescent bulbs at the front entrance to LEDs

Gate refinishing

- Only 1 contractor responded from 3 called

Contractor	Price
All Pro Detailing Danny 9-13-13 813-957-2831	Repaint: \$250 <ul style="list-style-type: none"><li>• Surface prep</li><li>• Primer</li><li>• Automotive enamel</li></ul> Polish and wax: \$750

- Discussion included factors related to long term maintenance of finish, which may be needed to be repeated in another 18-24 months vs. leaving as is.
- No motion to take action at this time

Next Board Meeting

- Tuesday February 11<sup>th</sup>, 2014 at Panera bread @ 6:30pm

**Adjourned at 7:09 pm**