

CLUB HILL ESTATES HOMEOWNER'S ASSOCIATION
Board of Directors Meeting Minutes
April 10, 2017

1. Call to Order
Meeting was called to order by President, Melanie Peter at 6:46 pm
2. Verification of Quorum
Present: President, Melanie Peter; Treasurer, Kelly Lyle; Secretary, Debbie Mulligan; Director, Roger Dennis and Elizabeth Jewell, LCAM from Garrison Property Services. Absent: Vice President, Sara Giles, Director, Derek Brous and Director, Ken Monahan. 1 homeowner was present.
3. Minutes
Debbie made a motion to approve the minutes from January 9, 2017, Roger seconded. All in favor
4. Treasurer's Report
Kelly reported the February financials. No questions were asked.
 - a. Collection Report
The attorney had not provided a collection report prior to the meeting. Elizabeth will send this via email to the Board.
 - b. Waiver of Late fees and Interest Request
Kelly made a motion to ratify the decision made via email to not waive interest or late fees for Lot 44, 5546, 5434 and 5425, Debbie seconded. All in favor.
 - c. 5496 Foreclosure
The attorney sent an email that they received a personal check for payment in full. Once the check clears, the foreclosure will be closed and the money disbursed to the association.
5. Old Business
 - a. Association By-Laws – Debbie made a motion to file the new bylaws prepared by the attorney, Melanie seconded. All in favor.
 - b. Violation – Fines Committee – Since there have been no volunteers for this committee, Debbie made a motion to send violations at the final stage to the association attorney for mediation, Roger seconded. All in favor.
 - c. Retention Pond Drainage Repairs
Crosscut will be completing the clean out of the drains.
 - d. Street Lighting District Petition
This is on hold until another community goes through so the Board can view cost difference.
 - e. Front Entrance Lighting – Board request Elizabeth to check with the City of Lakeland on recommendations to improve the lighting at the front entrance. They would also like to see a proposal on 2 additional lights being added by an electrician. There was discussion on the timers not being set correctly and Melanie volunteered her husband to set the timers for the lights at the entrance to 7:00am-7:00pm. Board suggested a dusk to dawn sensor installed on the lights.
6. New Business
 - a. Palm Tree Maintenance
The Board is concerned with disease to the palm trees and request that Garrison verify with Jim that Palms are being treated.
 - b. 2016 Tax Return
The 2016 association tax return was signed by the President, Melanie Peter.
 - c. Architectural Applications
5580 Pebble Beach – Painting – Approved

5461 Pebble Beach – Painting – Approved
5461 Pebble Beach – Paver Sealing – Approved

d. Absent Board members

There were concerns with board members not attending meetings or answering emails. Elizabeth explained that board members can't be removed by the Board only the membership but board members can resign from the Board if not interested in serving. Board members can only remove a board member from an officer position.

e. Violations

- Reported camper in the driveway of 5511.
- Motorcycle/ATV in retention pond areas – Debbie made a recommendation of installing a chain link fence around the pond in the rear. There were concerns with SWFWMD to have this completed. Debbie made a motion to have no trespassing signs installed in the 4 corners, Roger seconded. All in favor.

7. Set Next Board Meeting

The next board meeting was set for July 10, 2017 at 6:30 pm.

8. Open Forum for Owners Present

- Question on attorney fees spent on By-laws and why they were not approved by the membership. Explained that the By-laws were never recorded and there were no changes, only recording.
- Question on fines. Explained procedure and that the goal was to have compliance not collect money. There was concerns on raising the dues. Lisa Milam volunteered for the committee and offered to find other owners.

9. Adjournment

Meeting was adjourned at 7:58 pm