

Board of Directors Meeting

July 15, 2018 at 10:00AM
10720/10722 Moss Island Dr.
Riverview, Florida 33569

Minutes

Call to Order

The meeting was called to order at 10:00AM.

Verify Quorum and Timely Notice: Jamie Henderson, Chrisje Mays and Lisa DiVasta were in attendance. It was determined that a quorum of the board was present and that timely notice had been posted in the community. David Driver and Ty Johnson were unable to attend. Denise Lowery and Peter Korrie were also in attendance.

Reserve Study: There was a discussion on hiring Reserve Advisors to prepare a reserve study now. This will ensure the report will be available prior to the annual board meeting in October.

On Motion: Duly made by Chrisje, seconded by Lisa and carried unanimously

Resolve: Hire Reserve Advisors to prepare reserve study at a cost of \$2,400

Front gate software upgrade: Discussion to update the software as Merit needs access to gate software.

On Motion: Duly made by Lisa, seconded by Chrisje and carried unanimously

Resolve: Hire American Access to perform the upgrade

New policy documents: Discussion was made on proposed Collection Policy, Enforcement Policy and Purchasing Policy provided to us by Merit, Inc. These policies were designed to make our job, Merit's job and the resident's responsibilities easier to understand and consistent. Discussion to hire Eric Appleton at Bush Ross to review.

Motion: Approve the Collections Policy, Enforcement Policy and Purchasing Policy as presented, with the caveat that if the attorney were to make any substantive changes upon legal review, that those document changes will be revisited by the Board of Directors prior to placing the policy in use.

On Motion: Duly made by Chrisje, seconded by Lisa and carried unanimously

Resolve: Approve policy forms and have Eric Appleton review.

Adjournment

Next meeting will be in August, date TBD

On Motion: Duly made by Lisa, seconded by Chrisje and carried unanimously.

Resolve: To adjourn the meeting at 10:30AM.