

## Board of Directors Meeting

August 16, 2018 at 7:00PM  
10720 Moss Island Dr.  
Riverview, FL 33569

### Minutes

#### Call to Order

The meeting was called to order at 7:04PM.

**Verify Quorum and Timely Notice:** Jamie Henderson, Chrisje Mays, David Driver 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. Ty Johnson was unable to attend. Pascale Armour and Jill Driver were also in attendance.

**Approval of Agenda:** The agenda was reviewed and approved.

**Approval of Minutes:** The prior minutes were reviewed and approved.

#### President's report:

Jamie welcomed Merit.

TECO credits have been applied to our account

TECO has called and stated they will be painting the poles next week

Jamie & Lisa have bill pay access to review and approve all bills for payment

#### Manager's report:

**Engagement letter** – Bush Ross to represent our HOA

**Annual Meeting notice** – Two-step process, notice of meeting and notice of intent to run for board. Annual meeting is scheduled for November 15<sup>th</sup> at 7pm.

**Gate access** –

**Landscape Insurance** – Sharpscapes has \$1M worker's comp, \$1M liability, 100/300 on vehicle. Merit requires \$1M. Sharpscapes will increase to 300/500

**Signatures** – Update signatures for management agreement

**Architectural Guidelines and Standards** – Review process with Rick, current documents are from 2005, law changed in 2007. Need to review/revise ARC guidelines.

#### Treasurer's report

Approval of Outstanding Financials – reviewed. We will review reserve study and 2019 assessment dues amount at budget meeting.

On Motion: Carried unanimously

#### Architectural Review Committee Report

Architectural Submittals – 1 request submitted and will be reviewed after the meeting

**New business:** Replacing mailboxes and posts for stop/street signs. Merit to put together quotes for us to review once the reserve study is returned.

**Adjournment**

Next meeting will be on November 15, 2018 at 7:00PM