

Mentone Homeowner's Association
Board of Directors

Minutes of the Mentone Homeowner's Association Board Meeting
September 17, 2009

Board Members Present: Angela Lounds-Singleton (President), Dave Jenkins (Vice President), Karen Ledee (Treasurer), Nick Nichols, Alan Tilly

Board Members Absent: Ron Newman (Secretary)

Management Company Representative: Kelly Burch, Florida Community Management (FCM)

Board members gathered at 6:15 p.m. to review architectural requests, and a quorum was established. There were two items for the Architectural Review Committee to consider:

- 8124 SW 69th Pl. The owner wishes to construct a 10 x 12 foot storage shed. The ARC was unable to approve as presented because the plan violated Alachua County setback requirements (i.e., the shed was too close to neighboring properties). Also, paint, trim and roof materials and color must match the existing house, and the owner needs to present evidence that this scheme will be followed. FCM will notify the owner of the ARC decision, ask for additional documentation, and inform the owner that after being approved by the Mentone ARC the county must approve the construction project and issue the required permits.
- 7212 SW 81st Dr. The owner wishes to install gutters and downspouts which will match the existing gutters and downspouts, and submitted a plan which meets the requirements of the Mentone covenants. The ARC approved this request.

The ARC adjourned at 6:35 P.M

- I. The Board of Directors meeting was called to order at 6:36 p.m.
- II. There was a brief review of meeting procedures and protocol.
- III. There were no residents present who wished to make comments.
- IV. The minutes of the August 20, 2009 board meeting were reviewed and approved contingent on spelling corrections: IIIa., Kathy Van Voorhis should be Cathy Van Voorhis; IIIc. Ray Miznick should be Ray Niznick. Dave will make these corrections and provide a final copy of the August minutes to Kelly.
- V. The board agreed to address pressing business before taking the Report of Officers.
 - a. The Mentone President, Angela Lounds-Singleton, opened a discussion of the codes, covenants and restrictions (CCR) enforcement process. She advocated for a defined, consistent, written process, and this concept was well-received. The normal sequence of events for violations will be:
 - i. A friendly reminder letter, followed 30 days later (if required) by
 - ii. A 30-day notice letter, accompanied by an appeal form, followed 30 days later (if required) by

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- iii. A 15-day intent to fine notice, sent by certified mail, containing the language required by the Florida Statutes regarding the fines committee, followed 15 days later (if required) by
- iv. A letter informing the owner that fines will commence on date certain, or informing the owner that remediation will be undertaken by a contractor and the cost charged to the owner
- b. The board unanimously approved this process and sequence of events
- c. The board also agreed that letters should be developed which 1) acknowledge owner compliance with CCR letters, and 2) politely inform the owner that we appreciate the effort but that additional effort is required
- d. Angela will produce the letters and circulate them for board member comments
- e. Next we discussed the need for, and process to appoint, a fines committee in accordance with the Florida statutes. The basic premise is that this committee should be appointed "by the board" (which implies a quorum and thus an announced meeting); that the committee members will be provided copies of the applicable section of the Florida statues - 720.305 Para (2)(a); and that fines committee members will formally accept their appointment. Angela will solicit Mentone residents to volunteer as members of the fines committee, and will coordinate a board meeting to appoint them
- f. The Vice President, Dave Jenkins, presented a rough draft of the Mentone 2010 budget projection and led a discussion of the anticipated funding requirements and available resources. This discussion served as a starting point, and Dave will work with Karen (Association Treasurer) to further refine the budget projections
- g. The Treasurer, Karen Ledee, confined her comments to the 2010 budget and her willingness to work with Dave and have the budget ready at least two weeks prior to the October meeting.

VI. Report of Officers:

- a. The Mentone President, Angela Lounds-Singleton reported on:
 - i. Pool usage and trends revealed by analyzing the key fob entry and exit data
 - ii. Progress of the social committee
- b. The Mentone Vice President, Dave Jenkins asked that his time be used for a review of the action items and this was done. Dave will provide updates to the action items list and the closed/inactive action items.
- c. The board then discussed and approved the request by Hua Wang to use the pool pavilion for a party during the upcoming weekend

VII. General Manger's Report: Kelly had nothing new to report at this time.

VIII. Unfinished Business:

- a. Action Items: Already discussed
- b. CCR Processes: Already discussed

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IX. New Business:

- a. 2010 Budget Workshop: The budget was already discussed and will be finalized via e-mail correspondence at least two weeks prior to the October 15 public budget meeting
- b. Bus Stop Within the Community: Angela led a discussion of the pros and cons of approving a resident's request to have the Wiles Elementary School bus enter Mentone and pick up children within the neighborhood rather than on Archer Road:
 - i. Pros: Safety and convenience
 - ii. Cons: Noise, diesel fumes, damage to the roundabouts, trash at the designated bus stop
 - iii. Angela will develop a survey to gather the input of residents, and FCM will circulate it using the Mentone listserv
- c. The board considered and disapproved Mr. Niznick's request for a refund of his expense to have the roof pressure washed at his residence at 6409 SW 68th Road
- d. Fines Committee: Already discussed
- e. ARC Deadline: We decided that ARC requests should be provided to FCM no later than one week prior to the monthly board meeting. Kelly will modify the ARC request form
- f. Pavilion Party Request Form: We agreed the procedure to request use of the pavilion should be better defined. The board needs to set parameters for lead time and the number of guests allowed (non-Mentone residents)

X. Homeowner Questions/Comments: No homeowners were present to speak at this time

XI. A motion to adjourn was made, seconded and approved at 9:40 p.m.