

VOF Board of Directors Meeting 4/6/2023
Clay County Shrine Club – 2471 Russell Road

The meeting was called to order at 7:05pm by Ernie Dukes, President. Present were Ernie Dukes, David Smith and Christina Kingsbury; Kathy Melton, CAM represented the CAM Team. A quorum was present.

Homeowners Forum – None

Approval of Minutes – A motion was made by David Smith to waive the reading and to approve the minutes of the December 1, 2022 Board of Directors meeting as written. Christina Kingsbury seconded. None opposed and the motion carried. The minutes will be posted on the community website.

Board Reports:

Ernie Dukes reported that several members of the Board walked the swales a few weeks ago. The notes from the walk are being put together.

Committee Reports:

ARC – The ARC Committee needs more members. Currently, there are four (4) people on the Committee but one is not participating. At least two (2) additional members are needed.

Community Beautification Committee – The members met recently and discussed projects they would like to do, including adding mulch and flowers at the entrance and pressure washing/cleaning the gate.

Financial Report – Kathy Melton, CAM

Balances as of March 31, 2023 :	Operating	\$288,819.14
	P&D Reserves	\$400,201.34
	Gen Reserve	\$ 4,871.00
	B-Walk Reserve	<u>\$190,059.05</u>
	Total:	\$883,950.53

Outstanding Accounts Receivable as of March 31, 2023 were \$42,559.18. Statements are sent regularly to homeowners with a past due balance. Currently, thirty-nine (39) homeowners have a past due balance.

Old Business:

Signage along Fireside Drive – A proposal was received from Brand 9 to upgrade street signage throughout the community - \$87,075.00. The matter was tabled so that additional proposals can be obtained. Concern was expressed about some of the sidewalks. Homeowners are responsible to maintain their sidewalks so the issue must be dealt with through the violation process.

Bids/Proposals – DeLarm Excavating – 3396 Chimney Drive Area – Installation of underdrains - \$37,850.00. David Smith met with David DeLarm and it was decided to condense the project to one side of the road - \$26,400.00. David Smith made a motion to approve the repair to one side of the road and to concrete the area at the entrance. Christina Kingsbury seconded. None opposed and the motion carried.

Parking on the Street – Complaints have been received about cars being parked on the street. Residents are reminded that parking on the street is not allowed. Report issues to Management and letters will be sent.

Swales – As mentioned above, several Board members recently walked the swales. This project is a work in process and the Board is in touch with St. Johns River Water Management District.

2023 Projects –

- **Updated Boardwalk Replacement Quote** – A quote was received from C&H Marine to replace the Boardwalk - \$353,678.00. The matter was tabled for additional proposals.
- **Painting of Dock** – A suggestion was made to have a workday to take care of the painting.
- **New Lettering on Entrance Monuments and Guardhouse** – Brand 9 has been contacted to provide options for new lettering.
- **Electrical Quote for Christmas Lights at the Entrance** – An electrician was contacted to see how best to provide electricity so that the trees can have lights.
- **Road Repair** – Several areas needing repair have been identified. A list will be put together and an asphalt contractor will be contacted for a proposal.

Board Vacancies: Additional Board members are still needed. Dana Johnson was in attendance and expressed a desire to join the Board. Ernie Dukes made a motion to appoint Ms. Johnson to the Board. The motion failed for lack of a second. Several Board members stated that they would like all of the Board members to be present to vote. Ms. Johnson rescinded her offer to join the Board.

New Business:

Bids-Proposals:

- **Quote to Clear Brush by Pond 2/Clear Drains** – Delarm Excavating - \$2,100.00. A motion was made by David Smith to approve the proposal. Ernie Dukes seconded. None opposed and the motion carried.
- **Landscape Proposals** – Four proposals were received:
 - TLC - \$39,328
 - Grounds Guys - \$27,477
 - Turf Doctor - \$25,980
 - Mow4U - \$30,960

The Board discussed the various proposals. A decision was tabled to get better clarification on several items, including amount of mulch needed and fertilization.

FDIC Insurance Coverage – Due to the total amount of funds in the reserve accounts, additional measures need to be taken to provide FDIC insurance coverage over the \$250k normally provided. An Insured Cash Sweep agreement was presented for Board approval. The paperwork was approved and signed by the Board.

Collection Policy – A collection policy for past due accounts was presented to the Board. A motion was made by David Smith, seconded by Christina Kingsbury, to approve the policy. None opposed and the motion carried.

Next Meeting – Thursday, July 6, 2023 – 7:00pm – Clay County Shrine Club

Adjournment:

All business being completed, the meeting was adjourned at 8:20pm.

*Approved 7.6.2023
Kathy Melton, CAM*