

Meadow Cove HOA Board Meeting Minutes

Tuesday November 6, 2018
1669 Clover Circle, Melbourne, FL
Time: 6:00 PM
Meeting Called to Order at 6:10 PM

Board members present:

Rhoda Philips – President
Pat Dietlind Baehr - Treasurer
Jason Blair – Vice President

Community members present:

Mae Whitworth

1. Discuss the status of the Special Assessment Ledger

To date 77 homeowner have paid the assessment. One homeowner paid ½ with the promise to pay in full before the dead line.

a. P. Stasio's letter

Was read and discussed. A personal home visit was made by Rhoda Phillips (president). It was explained the to Mr & Mrs Stasio, the results of not paying the balance until after the fence is installed. Mr Stasio said he would pay the balance in two weeks.

b. Discuss Email from law firm about delinquent accounts

In an email dated October 24, 2018, Nina Rawal with Cantwell & Goldman, P.A. responded to an email request to handle delinquent accounts for the special assessment. A demand letter prior to filling a claim of lien would be mailed out. Late fees, interest charges, legal fees, and court filing fees will be added to the \$125.

2. Approve President to sign contract with Professional Grade Fence (Notarized)

The three Members in attendance gave their approval. Maria Rivera gave her approval that morning to the president via a phone call. Waiting on Paulette Howell's vote. Since the majority voted in favor, permission was approved to have the President sign the contract with Professional Grade Fence.

3. Update on Concrete Columns (Hamilton Masonry)

Michael Painter contacted Jerry Sosa with Hamilton Masonry to assess the Concrete Columns. The president Rhoda Phillips met with Michael and Jerry and walked the perimeter of the fence.

After inspecting all the columns, any column significantly leaning, would need to be straighten. A total of Nine (9) columns were identified. One column will need to be removed and rebuilt on site. It was discussed that the cost for these repairs would need to come in under the budget of \$5,000. To date, an estimate has not been received.

4. Discuss and approve Letter to homeowners for plant removal

Corrections were made and approved.

5. Discuss and approve the Election Letter

Corrections were made and approved.

6. Discuss and approve the Election Flyer

Approved

7. Discuss and approve the Notice of Intent for Candidacy Form

Corrections were made and approved. It was suggested to include other ways a Homeowner could submit a nomination form. This was discussed and approved. This section will appear on the back side of the Florida Statutes 720.3053 sheet.

How Can I Get my Name on the Ballot?

There are 4 ways you or a fellow neighbor can register to be a Candidate.

1. For our tech savvy homeowners

Go to our website www.meadowcovehoa.com

On the **Home Page** under **What has been recently added**: Click on the **Contact Us** Button

Fill out the form

Click **Submit**

2. Snail mail

Fill out the Intent to be a Candidate form from the Election News packet.

Drop it in the Mail: PO BOX 360348, Melbourne, FL 32936

3. For those who like a challenge Send us an email

Go to our website www.meadowcovehoa.com

On the **Home Page** under **What has been recently added**: Click on the **Download** Button

Download the Intent to be a Candidate form (pdf format).

Fill out the form on your computer.

Save file

Email: meadowcovehoa@gmail.com

Attach saved file

Send

4. Drop off your Intent to be a Candidate form

Fill out the form

Drop it off at 1669 Clover Circle & Drop it in the Candidate Box

8. Discuss to include Florida Statutes 720.3053 and follow through

Approved

9. Discuss putting the flyer boxes out

The boxes will elevate the need to go door to door.

A suggestion was made to include a small insert to the box, so the letters can show. This was approved by attending members.

The election news packets will be tri-folded and sealed with a sticker to cut cost.

10. Discuss & approve adding new Web page for the election documents

Approved to add new web page. It was suggested that a online form be added to make online nominations available. All election information/options will be placed on the HOME page for easy access. Two new features: one to view the election letters and forms. Another to submit the nomination for candidacy. This was approved.

11. New Business

Common area issue: Two homeowners have exercised their right not to maintain the common area (Tract A). Lawn maintenance is required at the expense of the association. It was decided that the association would be responsible to hire a contractor to maintain these two areas.

12. Meeting Adjourned 7:40