

Meadow Cove HOA Board Meeting

Minutes

Monday, September 3, 2018

1669 Clover Circle, Melbourne, FL

Time: 6:07 PM

1. Updated Homeowners ledger
 - a. Updated ledger provided to all HOA board members. This list comprises all residents with updated addresses.
2. Update on Fence Project
 - a. 5 estimates provided for review. Prices range from \$18,216.00 to \$20,187.00
 - b. Proposals will be placed on the HOA website for review by homeowners.
 - c. In the past the Board selected the most appropriate. For the next meeting, the residents will select, by vote, the company to use.
 - d. HOA fence meeting scheduled for October 15, 2018. Letter will be sent to homeowners with proxy form to vote. A quorum of 120 is needed for the project to pass.
3. Discuss work done on Pond common area.
 - a. Several bids have been secured for landscaping work to be done on the common area surrounding the pond. In the past homeowners have maintained that area. Complaints from homeowners now necessitate hiring a company to maintain that area. That will include mowing and edging.
 - b. Nick Garofalo visited the HOA meeting to discuss his landscaping business and offer a quote to provide the services. Nick is also a resident of Meadow Cove.
 - c. The cost of landscaping ranges in price from approximately 1000.00 to 1400.00 per month. This cost will have to be paid by all homeowners and increase the annual association dues.
 - d. The options for the homeowners will be approximated depending on the final cost of the landscaping.
 - i. Homeowners will be assessed an additional \$60.00 to \$70.00 per year to maintain the common area in addition to regular monthly dues.
 - ii. Homeowners can maintain the yards of those unwilling or unable to maintain the area behind their homes. This will cost less but still incur a fee depending on how many homeowners are unwilling or unable to maintain their area and what the total estimate will be.

iii. Homeowners can opt out if everyone agrees to maintain the area behind their homes, which is what has been done in the past. This will require a change in the community documents.

e. More bids will be solicited.

4. Letter from the President Re: common area

Board members reviewed the DC&R for errors and accuracy. Updated version will be posted on website for all homeowners. Topics discussed are as followed:

- a. Issue raised by homeowner Re: DC&R
- b. Legal interpretation
- c. Estimates
- d. Cost to the Association per lot annually
- e. Maintenance (weekly in summer/bi-monthly winter)
- f. Restrictions & Regulations for trees or shrubs

5. How to get volunteers: The HOA needs volunteers to assume some of the roles within the community. The needs are as follows:

- a. Three members for the Covenant Control Committee
- b. Two members for the Architectural Control Committee
- c. Home owners are encouraged to volunteer on these committees to improve our neighborhood and help our neighbors. If any homeowners would like to volunteer, please contact the HOA via email.

6. Vote for Approval: Rules and Regulations (to include additions to the common area)

- a. Vote conducted and approved, all in favor.

7. Required Insurance Policy renewal

- a. Vote to approve renewal of insurance policy, all in favor. The cost of the insurance is \$2,319.00. This insurance is required by the State and will cover the Board including coverage for common property from 9/30/18 to 9/30/19.

8. Discuss: The need for an Information Box and/or Flyer box

- a. Board approved the use of an Information Box. This box will be positioned at each of the three mail box areas when important information distribution is required to the homeowners. The information will also be posted on the website, as all information is.
- b. Homeowners are encouraged to take information when posted in the information box, if they are unable to get it from the website. This will decrease the cost of mailing and labor to distribute information door to door.

9. Complaints from homeowners:

- a. Mailbox on Dandelion was covered with a pink substance. The post office was notified to clean the area, but this was not done.
- b. Utility truck at 1700 Clover Circle
- c. Camper at 1720 Clover Circle
- d. Common area neglected
 - i. 1513 Dandelion Drive,
 - ii. 1739 Clover Circle, Rental Property
- e. Unsightly Transformer – FPL was notified, this is their responsibility and homeowners are not permitted to paint or repair transformers
- f. Parking on Corners – Homeowners are encouraged to park in their own driveway and in front of their own homes. Not to occupy the spaces in front of their neighbors' homes. Please see Rules and Regulations for parking guidelines.

10. New Business

- a. Homeowner requested proof that HOA will approve patio enclosure. HOA concedes to Brevard County for approval of work done by homeowners to their homes. Homeowners must complete necessary forms (Meadow Cove Application for Architectural Review) and get approval from the Architectural Control Committee before initiating any work on the outside of their homes. More information and form can be found on the website.

11. Meeting adjourned at 8:07 pm