

Meadow Cove Homeowners Association ("MCHOA")

Meeting Minutes

August 20, 2015

I. Call to order

Rhoda Phillips called to order the regular meeting of the Meadow Cove Homeowners Association at 7:00 pm on August 20, 2015 at 1436 Brook Rd., Melbourne, FL.

II. Roll call

The following directors were present: Marta Munson, Rhoda Phillips, Kelly Wenzlick, and Campbell Wren. Absent: Pat Baehr. The following members were present: Johanna Romero and Nancy Romero

III. Approval of minutes

Meeting from the meeting held August 13, 2015 were unanimously approved.

IV. New business

a) Declaration of Covenants and Restrictions ("DCR").

Discussion concerning DCR violation letters presented to two homeowners: one for a motorhome parked in the street and the other for over-growth along the Meadow Cove perimeter fence line. Both violations have been corrected by the homeowners. Additional letters will be prepared by Rhoda Phillips for review by the full board prior to distribution.

b) Discussion regarding estoppel letters; PO Box access; GL transfer to the Secretary

Estoppel letters, PO Box access, and GL transferred to the Secretary.

c) Discussion regarding current account balances and budget development

The monthly expenditures were estimated to be \$515.00 month. These expenses include water usage, lawn care, retention pond maintenance, electricity for entrance lights, PO Box fee, general administrative expense, and newsletter publication. The current account balance is estimated to be \$8,600. Of this amount, \$5,000 is held in reserve to replace the wooden fence along Stewart Road. Budget development tabled until the Treasurer is present.

a) Termination of contract between HOA Capital Advisors and MCHOA.

Decision to commence negotiations to settle the contract dispute with HOA Capital Advisors approved. Negotiation demands to include (listed in order of importance) 1) cease and desist contract activities (demand met); 2) terminate the contract; 3) return initial \$1,040.00 paid to MCHOA by HOA Capital Advisors; 4) reimburse attorney fees; 5) reimburse homeowner's expenses incurred under the contract. Rhoda Phillips and Campbell Wren will jointly discuss settlement demands and strategies with attorney Bradley R. Bettin.

V. Old Business

a) *Architectural Control Committee.*

Rhoda Phillips presented the form titled "Request for Architectural Control Committee Approval" for review by the board. Formal acceptance tabled.

b) *Welcoming Committee.*

New homeowner's Welcome Letter drafted and final form will be distributed to the directors for review and approval.

c) *Record Retention.*

Johanna Romero presented the election ballots to Rhoda Phillips for storage with MCHOA records. She also presented Marta Munson with a thumb drive containing MCHOA records.

d) *FL Statute 720.3033:*

Written certifications received from Rhoda Phillips, Campbell Wren, Marta Munson, and Kelly Wenzlick stating that they have read the Meadow Cove Declaration of Covenants and Restrictions; the Meadow Cove Homeowners Association, Inc. Articles of Incorporation; and the Bylaws of Meadow Cove Homeowners' Association and will work to uphold these documents to the best of their abilities and will faithfully discharge their fiduciary responsibility to the association's members. Pat Baehr's certification remains outstanding.

e) *Increase Yearly Assessment.*

A vote by the MCHOA membership to raise the yearly assessment from \$40/year to \$50/year will be added to the membership meeting agenda to be scheduled mid-October 2015.

f) *MCHOA Newsletter.*

Johanna Romero presented a draft of the newsletter, Volume 4, Issue 1, August 2015. Publication deferred until additional text is added concerning the October membership meeting.

g) *Next Meeting Date.*

The next MCHOA meeting is scheduled for 7:00 pm on Thursday, September 10, 2015.

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VI. Treasurer's Report

- a) Treasurer absent from the meeting. Current MCHOA accounts estimated to be \$11,000. Johanna Romero relinquished her MCHOA debit card.

VII. Adjournment

Rhoda Phillips adjourned the meeting at 9:00 pm.

Minutes submitted by: Marta Munson

Minutes approved by: _____