

Eagle Creek of St. Augustine Homeowners Association, Inc.

DRAFT

MEETING MINUTES

Tuesday, April 4, 2017

Immediately Following the Special Member Meeting at 6:30 p.m.

1. **Establish a quorum/Call to Order** - Board members present: Rob Hamlett, Steven Sheremeta and John Amun. Tim Wood and Jon Berthiaume were absent. A quorum was established and Board President Rob Hamlett called the meeting to order at 6:38 p.m. Penny Chamberlain of Sovereign & Jacobs was also in attendance along with 3 owners.
2. **Confirmation of proper Meeting notice** - Proper notice was posted per Florida Statutes and the Association Bylaws.
3. **Approval of Minutes** - **MOTION** was made by Steven Sheremeta and seconded by John Amun to approve the January 31, 2017 Board of Directors Meeting Minutes. With all in favor, the motion carried.
4. **Officer Reports:**
 - A. **President's Report** – President Rob Hamlett had no new to report.
 - B. **Treasurer's Report** – Steven Sheremeta tabled the financial report.
5. **Old Business:**
 - A. No Parking Signs by Village Academy – Board consensus is that the signs appear to be working.
6. **New Business** (order of discussion changed from agenda line item):
 - A. **Proposal from Lawn Salon to landscape entry after demolition in the amount of \$6,965.75.**

MOTION – Steven Sheremeta made a motion to accept Lawn Salon's proposal and pay for the landscaping from the Fidelity Operating Money Market and Rob Hamlet seconded it. With all in favor, the motion carried.
 - B. **Proposal from Scott Clarkson for the demolition of the entryway in the amount of \$5,200.00 along with curb replacement in the not to exceed amount of \$1,500.**

MOTION - Steven Sheremeta made a motion to accept Scott Clarkson's proposal in the amount of \$5,200 along with curb replacement not to exceed \$1,500 and pay for the demolition and curbing from the Reserves account and Rob Hamlet seconded it. With all in favor, the motion carried.
 - C. **Lawn Salon's Proposal for Landscape Maintenance Contract** – The Landscape Committee recommended terminating Yellowstone and contracting with Lawn Salon for the monthly maintenance.

MOTION - Steven Sheremeta made a motion to accept Lawn Salon's proposal and Rob Hamlet seconded it. With all in favor, the motion carried.
 - D. **Scott Farrell Electric's proposal to light up the new entryway**

MOTION Steven Sheremeta made a motion to accept Scott Farrell Electric's proposal and John Amun seconded it. With all in favor, the motion carried.

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E. Irrigation Proposal for demolition of entryway – The Association will use Lawn Salon to isolate the irrigation during the demolition.

F. ARB Guidelines – Items that need to be addressed are neighbor approval should not be required as it is not in the CCR's. The Board will make the changes they deem necessary and return to the ARB to be adopted at a future meeting.

G. Roof Repairs – Owners have patched their roof with shingles that do not match the existing roof. The Board requested the attorney prepare a resolution regarding mismatched patches that will be adopted at the next Board meeting. The Board directed Penny Chamberlain to have a roofer inspect the pool cabana roof and gutters.

F. Retain Doug Burnett as Attorney for Cullen issue – The Association will retain the legal services of Doug Burnett of St. Johns Law Group for \$500 for the issues associated with Cullen.

G. Insurance Proposal from Thompson Baker – Upon review it was determined the Association had no crime policy through the current insurance. The Board found this grounds to move to another agency.

MOTION - Steven Sheremeta made a motion to accept Thompson Baker's proposal for insurance renewal and Rob Hamlet seconded it. With all in favor, the motion carried.

7. With no further business to discuss the meeting was adjourned at 7:10 p.m.

Respectfully submitted,
Penny Chamberlain, LCAM