

# HICKORY LAKE

ESTATE OWNER'S ASSOCIATION, INC.

## Board of Directors Meeting November 15, 2017 Meeting Minutes

### 1. Call to Order-Certifying of Quorum

Chris Rutledge called the meeting to order at 6:36 p.m. Board members Diane Ward and Don Juceam were present; quorum established. Timely notice was confirmed as the meeting was posted 14 days in advance on the community board. Pamela and Doug Pinner represented McNeil Management.

### 2. Approval of Meeting Minutes: Previous board meeting minutes were reviewed.

**On Motion:** Duly made by Don Juceam, second by Diane Ward and carried unanimously.  
**Resolve:** To approve the meeting minutes as presented.

### 3. Reports

October month-end financial reports were reviewed as emailed by Nancy Brooking of Terra Management. Bush Ross legal status report was reviewed. Management obtaining answers to questions regarding legal collection matters. The operating account balance at November 15, 2017 is \$3,399.42. The board reviewed and discussed the account receivables report.

**On Motion:** Duly made by Diane Ward, second by Don Juceam and carried unanimously.  
**Resolve:** To clean up outstanding balances by removing miscellaneous fees and charges.

### 4. Business Items

**2018 Proposed Budget/Assessment:** Board discussed financial status of Association and determined an increase is required.

**On Motion:** Duly made by Don Juceam, second by Chris Rutledge and carried unanimously.  
**Resolve:** To approve 2018 assessment increase to \$440 annually, collected \$220 semi-annually.

**Estoppel Resolution:** Discussion and explanation of new legislative mandates regarding the estoppel process.

**On Motion:** Duly made by Diane Ward, second by Don Juceam and carried unanimously.  
**Resolve:** To adopt the Estoppel Policies and Procedures as written by the attorney and presented by management.

**Collection Attorney:** Board authorized terminating contract with Bush/Ross, signed new legal agreement as well as change of Registered Agent paperwork.

#### Uniform Collection Policy:

**On Motion:** Duly made by Don Juceam, second by Diane Ward and carried unanimously.  
**Resolve:** To adopt the Uniform Collection Policy as written by the attorney and presented by management.

**Landscape Proposal:** Yellowstone Landscape proposal for additional annuals not accepted. Don Juceam indicated he is getting the county to clean up strip of land it owns on Bellwood.

**SWFWMD Inspection:** Engineering report reviewed. Proposal for remediation work at \$4,950 discussed. Board requested manager obtain additional proposals.

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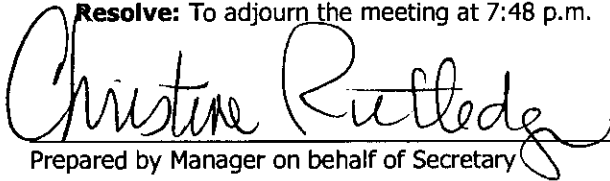
**Contact Information/2018 Meeting Schedule:** Manager requested board and committee contact information. Board discussed 2018 meeting dates previously selected. Manager will compare 2018 schedule regarding conflicts and reach out to board after verification. Discussion regarding obtaining a website. Manager was asked to send vendor options and samples for board consideration.

**Architectural Standards/Paint Colors:** Manager asked board and architectural committee to review the architectural standards and paint colors received from previous management company to ensure the correct information is distributed to homeowners. The architectural committee indicated they do occasionally change exterior colors to keep the palette updated. The committee will contact manager to review the architectural process.

## 5. Adjournment

**On Motion:** Duly made by Don Juceam, second by Diane Ward and carried unanimously.

**Resolve:** To adjourn the meeting at 7:48 p.m.

  
Prepared by Manager on behalf of Secretary