

ENGLEWOOD ISLES PROPERTY OWNERS ASSOCIATION

Board of Directors Meeting Minutes – November 15, 2017

Approved December 13, 2017

The November 15, 2017 meeting of the Englewood Isles Property Owners Association Board of Directors was called to order by President Rob Holborn at 6:00 PM at the Elsie Quirk Library. A quorum of Board members was present.

Board Officers Present: President/Secretary Rob Holborn, Treasurer Frank Collins.

Board Members Present: Neil Aymond, Paul Powers, Bill Callahan, Jeanne Fullilove, Bill Rowell, Helen Kennard, Pricilla McLaughlin.

Board Members Absent: Krisha Mota, Gary LaFlamme, Christiane Hostler.

Residents: Brenna and Everett Larson, Jana Catuccio, Candy Westermeier, Phil Gordon, Richard and Maryann Boyer, Edward McLaughlin, Linda Powers, Alex and Brenda Ricketson, Rich Carney, Leslie Lougee, Suzanne and Don Bayley. Jim Langlois.

Welcome: President Holborn welcomed the residents to the meeting.

Approval of the October 11, 2017 Board of Director's Meeting Minutes:

Motion on the Floor: Frank Collins made the motion to accept the amended October 11th minutes. Neil Aymond made the second.

The motion carried by a unanimous vote of the board members present.

President's Report – President Rob Holborn stated he will pass on the report and continue with the agenda.

Treasurer's Report – Frank Collins submitted to the board with year to date budget, and estimated the further expenses that would be incurred due to the upcoming election. He stated the expenditures for the year to date came to a total \$27,954.00 against a budget of \$30,810.00. Frank stated we are currently under budget.

Frank stated he met with an accounting firm to receive an estimate for the completion and filing of taxes, and the compilation of the accounts/budget. The estimate was approximately \$700.00. He stated that the HOA has outstanding dues collection of \$568.00 (approximately 10 residents). He is working to resolve this issue.

Frank stated that he and Rob Holborn were updating the proposed budget for the December meeting.

Rob Holborn asked the board members to please review the budget, and make any suggestions prior to the annual meeting.

Frank and Rob stated that there would not be a dues increase for next year, and that there could be discussion of a possible decrease as the HOA has total assets of \$59,410.04. The residents were reminded that the monthly financials will be posted on the HOA website.

Committee Reports:

Property Maintenance Committee Report – Suzanne Bayley reported that the PMC will resume their monthly property inspections in December.

There was discussion regarding the final debris pickup from the hurricane.

South County Alliance – Rob Holborn reported that the Alliance has not had a meeting.

Parkway Association: Bill Rowell discussed the Parkway's budgeting and he believes the board has a good handle on expenses, and there will be no request for a dues increase.

Bill Rowell further discussed the board's discussion on renovating the front entrance signs using a Sarasota County matching grant. Bill asked the residents for their ideas and suggestions.

In addition, there was discussion regarding the vegetative obstructions when turning left on to Gladstone Blvd. Bill has suggested to the Parkway board that this needs to be addressed before an accident occurs which could create a liability issue for all of the residents.

Bill Rowell also discussed lighting on the Parkway by explaining the options available to the Parkway board. The first issue would be to change the lighting to a more cost-efficient product. Later discussions would involve the location and number of lights on the Parkway, and what the cost would be to the Parkway.

Don Bayley stated that the Parkway board will be hanging Christmas lights at the front entrance on December 2, at 9:30 AM, and are looking for volunteers.

Web Site Discussion – Don Bayley the HOA web designer has created a page for the HOA financials using a password for resident access. The password will be the same as the one used to access the Parkway Association. Don also reminded everyone that there is a comment page for the residents to ask questions.

President Rob Holborn thanked Don Bayley for all his hard work in maintaining the web page.

Board Vacancies: Paul Powers discussed the following vacancies on the board.

The following Board Members have resigned effective immediately:

**Bill Bickel
Meredith Harrington
George Gdowski
Stan Gdowski
Tom Sherrin
Kim Fox**

The following Board Members will not return for 2018:

**Bill Callahan (end of term)
Christiane Hostler (not completing term)
Krisha Mota (not completing term)
Gary LaFlamme (not completing term)**

Paul Powers discussed the bylaw article that allows the Board of Directors to fill the director vacancies for the remainder of the term of the resigning board members. Paul introduced two residents who have volunteered to serve on the board, and ask the volunteers to introduce themselves to the audience.

Helen Kennard (Boxwood Lane) and Priscilla McLaughlin (Gladstone Blvd) introduced themselves to the audience.

Motion on the floor:

Paul Powers made the motion to appoint Helen Kennard and Priscilla McLaughlin to the board of directors serving two-years each of the remaining three-year terms of vacating board members. Jeanne Fullilove seconded the motion.

Discussion on the motion: there was some discussion regarding the reinstatement of Bill Rowell to the board. There was no other discussion, and a call for the vote.

The motion passed by a unanimous vote of the board members present.

President Rob Holborn welcomed the new board members and asked Helen and Priscilla to join the other members of the board.

President Rob Holborn asked the audience if there were any other volunteers who would like to be a board member. There were no volunteers.

Election Procedures: Paul Powers discussed the new guidelines regarding elections. Paul specifically discussed the previous policy of proxy voting, and the concerns with this process. Paul stated he talked to the elections supervisor of Sarasota County regarding proxy voting. Paul explained that proxy voting or absentee voting would be handled by sending out ballots to all residents. The residents will have two choices, the resident can mail in their ballot or bring the ballot to the annual meeting. Residents will not be allowed to give their ballot to another resident to submit at the annual meeting. All ballots submitted at the annual meeting must be by the resident in person. The deadline for submitting ballots will be the day of the annual meeting.

Paul Powers asked the board for their opinion regarding terminology for the election procedure regarding the term proxy or absentee ballot.

There was some discussion and the following motion was made by Bill Callahan to allow Paul Powers to make the final determination. Seconded by Neil Aymond.

There was no discussion on the motion.

The motion passed by a unanimous vote of the board members present.

There was further discussion regarding the process of counting the ballots. This will be decided by Paul Powers.

Backflow Prevention Program: Rob Holborn and Neil Aymond discussed the Backflow Prevention program mandated by the State of Florida and the Englewood Water District. The requirement is that all residents who have an existing backflow preventer must have it inspected every two years. Residents who do not have an existing backflow preventer must have one installed. This is mandated for all residents.

New Business:

Rob Holborn stated that the new neighborhood directory will be printed soon and if anyone would like a change to the directory please send the information to Frank Collins, use the website or present the information change at the end of the meeting. Rob Holborn discussed a future newsletter and asked the residents and the board members for article submissions.

The Annual Meeting for the Residents will be held on Friday January 19, 2018 at 6:00 PM. The meeting will be held at the Englewood United Methodist Church.

There was no further discussion.

Paul Powers made a motion to adjourn the meeting. Jeanne Fullilove made the second.

**The motion carried by a unanimous vote of the board members present.
Meeting ended at 7:32 PM.**

Rob Holborn President/Secretary