

Magnolia Lakes H.O.A.
Board of Directors Meeting

May 8, 2003

Pursuant to Law and the By-Laws, the meeting of the Board of Directors was held on May 8, 2003 at 6:30 PM at the Eau Gallie First Baptist Church at 1501 E. Eau Gallie Blvd.

Officers Present:

President: Ralph Nygard
Hartshorne, (elected)

Vice President: Peter

Secretary: Michelle Sharpe
Mike Baumann

Treasurer:

Asst.

Secretary: BJ LaClair

Director:

Richard LeClerc

Director: Steve Barth

Not Present: Richie Engel

The President called the meeting to order, determined that a quorum was present and that business could be conducted.

A motion was made and seconded to accept the April minutes as read.

A motion was made and seconded to accept the Treasurer's report. A copy of the report is attached for the community.

Old Business:

1) Report of Audit of Books:

A motion was made and seconded to accept the audit as read. A copy is provided for the community. Mike Baumann and Richie Engel reported that there was wasteful spending and that money needs to be put away for future repairs that was not previously done.

2) Report on Traffic Calming:

A motion was made and seconded to appoint Steve Barth in charge of the traffic calming procedures. A detailed outline was submitted to the web page for the community's perusal. In the future residents will be asked to sign a petition to complete the study by the City of Melbourne. Complete details are available on the web site.

A professional building of 15 units has been proposed and approved on the east side of Trent House Drive. The property is being developed by Evans Butler. Ralph Nygard the Steve Barth are going to try and get more information in regards to this from the City Developers. There is a concern about the increase of the noise level and traffic due to the building.

3) Report on Community Newsletter:

The newsletter is going well. Billie LeClair asks that all information for the newsletter be submitted the weekend before the meeting.

4) Bids opened for Contracts on the following:

Pool Maintenance: no bids

Lawn Maintenance: no bids; there was a request made to include a detailed map of the areas needing to be mowed in order to get an accurate bid from vendors.

Old Business Continued:

A motion was made and seconded to table the lawn bids for now. We will check on a bid with the current lawn contractor to maintain the small lake, which currently is not being mowed. A cap of \$500.00 is levied for the initial mow. Ralph Nygard will check on the irrigation around the pool area. Peter Hartshorne is going to take over the lawn inspection duties.

Lake Maintenance: no bids, we need to find out when they are coming to spray the lakes.

Janitorial Bids: there were three sealed bids presented. A motion was made and accepted to accept the bid from Steve Barth for 200.00, starting date 30 days from today. Ralph Nygard will notify the current vendor of their 30 days notice.

5) Report on Neighborhood Watch Program:

A motion was made and seconded to schedule the Melbourne Police Department to come and speak on implementing a Watch Program. The program can be as involved as we would like it to be. Michelle Sharpe is the contact person for this program.

6) Report on Pool and Fence Maintenance, Vandalism:

The wood fence surrounding the pool/basketball area was cleaned and sealed by community members. New locks were purchased for the bathroom doors. The locks were \$50.00 a piece. The bathroom doors are to be painted as well as the white metal fence area. It was requested that we budget yearly for the fence cleaning and sealing in order to delay having to replace the fence prematurely.

7) Street Lighting:

The development has some dark areas that are in need of streetlights. A resident who is willing to have the light placed near their property must sign a 5 year agreement with the City allowing the Development to put the lights on their property. The lights will be maintained by the HOA. A motion was made and seconded to nominate Peter Hartshorne to replace Hector Melendez as the contact on this.

8) Operations Manual:

The operations manual is an ongoing process.

New Business:

1) Election of additional Board Member:

Hector Melendez resigned from the board as he moved out of the community. A motion was made and seconded to accept Peter Hartshorne as the Vice president replacement. No additional board members will be assigned at this time.

2) Violation letter from the community of Cypress Bend:

A letter was sent in regards to four houses on White Oak Circle encroaching on Cypress Bend's property. It was moved in seconded that we send a copy of the letter to the homeowners involved with a reply back to Cypress Bend that we notified them and any additional complaints should go directly to

the homeowners involved. Magnolia Lakes HOA does not feel this is a board problem.

3) Architectural Review Applications to be approved:

A motion was made to send violation letters in regards to community members in violation of the By-Laws and Covenants.

New Business Continued:

4) Plan for Changing Covenants in regard to Driveways, number of hedges and trees.

There are several covenant rules that are in need of modification, ie: painting of driveways, number of hedges and trees. A motion was made and seconded for Peter Hartshorne and Mike Baumann to provide a plan to change the Covenants.

5) Sprinkler contract:

There are provisions in the lawn maintenance contract for sprinkler service. Ralph will check on the terms with Emerald Landscaping to make sure they are aware what the contract requirements are. A motion was made and seconded to redo the pool area mulch and plants at a cost not to exceed \$1,000.00.

6) Website:

There were several concerns to the quality of the web site and the delays involved with getting information out to the homeowners. It was moved and seconded to transfer the web service to Tim Long at a cost of \$40.00 per month to maintain the web site. A 30 day notice will be sent to Kyle Crooks to transfer the web page to the new webmaster as previously agreed by Kyle in the event a change was made.

7) Pool Keys:

There have been several request to replace lost or not transferred keys by homeowners. There was a motion made and seconded that each resident is entitled to one free pool key. Any additional keys need to be purchased by the homeowner at a cost of \$10.00 per key. A lost key would be replaced for at a cost of \$10.00.

8) Insurance:

A motion was made and seconded to check our policies to see if would could get a better insurance rate. Ralph Nygard will check with an agent to compare and review our current policies.

A motion was made and seconded that being no further business to adjourn the meeting.

The next meeting will be held on June 6, 2003 at the Eau Gallie Baptist Church.

Respectfully submitted:

May 30, 2003

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Sharpe
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Ralph
Nygard
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Preside
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