

Magnolia Lakes Development HOA
Board of Directors Meeting Minutes
Emmanuel United Methodist Church - 2800 W. Eau Gallia Blvd.,
Melbourne, Florida 32935
March 13, 2007

Draft

CALL TO ORDER: Vice President Richard Boudreaux, called the meeting to order at 7:00 p.m.

ROLL CALL: Present: Vice-president Richard Boudreaux, Treasurer Nicholas Fiorello, Director Bruce Woerner, Director Bill Cook, Director Steve Cotellesse and Director Melissa Reeder. President Charlotte Rose was absent. Also present Mark Jackson, from SCPM. A quorum was established. Bruce posted the sign one week before the meeting.

APPROVAL OF MEETING MINUTES: Bruce made a motion to accept the minutes of the February 13, 2007 Board meeting - seconded by Bill, and motion was approved unanimously.

TREASURER'S REPORT: Nicholas passed out a summary report. There is \$35,557.79 in operating funds. There is \$43,685.01 in total reserve funds. Bill made a motion to accept the Treasurer's Report, seconded by Steve, and motion was approved unanimously.

COMMITTEE AND OFFICER REPORTS:

ARC: Five ARC applications were reviewed and all were approved:

- 1380 Berryhill Drive – house painting
- 1104 White Oak Circle - house painting
- 1188 White Oak Circle - house painting
- 1213 White Oak Circle – house painting
- 1219 White Oak Circle – replacing trees

Motion to approve made by Bruce, seconded by Bill, and motion was approved unanimously.

CONSTRUCTION: The restaurant and office park construction is ongoing. The curbs on the entrance islands have been repainted. A temporary reflector sign has been installed on Eau Gallie Blvd. on the small "island" which separates the turn lane from Eau Gallie to the restaurant and the turn lane from Eau Gallie to Trent House, and a permanent solution is being considered by the Florida Department of Transportation. The City has been notified about the lack of a yield/stop sign for the road leading from the back of the Business Park into Trent House, and they are investigating the matter.

GROUNDS AND LAKES: Steve C. reported that the Islands, pool area and Basketball areas need mulch. Most of the lakes look good. The large lake is experiencing a small algae bloom.

POOL: No report.

NEWSLETTER: Bill reported that he has circulated a draft and that he is expected to distribute the newsletter this weekend.

MANAGER'S REPORT: Mark Jackson read the attached Manager's Report. Covenant Violations Report: Covenant drives were completed on 2/21/07 & 3/1/07 all of the approved letters were mailed. Copies of violation reports have been sent to the Board.

Since the last meeting:

We closed 8 cases

Opened 12 new cases

Sent firm violation letters to 1 owner

The next drive is scheduled for the 26th or 27th of this month.

Electrical for front beds:

I met with Service Electric and diagramed the property for adding additional electrical service for lights.

I gave the estimate to Richard. It was very high.

While he was here he replaced the timer at the cabana and added a photocell for added cost savings.

Signs:

I ordered the 2 signs - "video surveillance" and "deed restricted". They have been made and we cut the \$120.84 check for payment. I will pick them up and deliver them to Richard. Nicholas made a motion to authorize up to \$100.00 to have the signs installed. Bill seconded the motion and it passes unanimously.

Landscaping:

Bid received for mulching and stump removal is \$2,400.00. (\$1,350 for mulch / \$900 for labor / stump \$150. I met with the landscape company about the front entrance irrigation. He brought out his irrigation consultant and they determined that the bubblers could be exchanged for spray heads and made the change. I have not yet tested the front system to inspect the work, but I will. The broken heads were repaired.

I verified that we have a water outlet on the irrigation system; I have not received any bids on sidewalk cleaning. Still lots of dirt and sand from the construction.

Contracts:

I sent letters to Aaah... Some Lawn Care and Raintree Pest re: contract and performance.

I sent a letter to the owner of 1131 regarding the trees she planted on the common areas.

I sent it both USPS and Certified Mail. The Certified Mail was refused.

Lake stocking:

I contacted Greg from Kingery Farms. He is checking with the hatchery on pricing and availability of the fish in his original proposal. I have a meeting set up with Greg for Thursday @ 9:00 a.m. on-site.

Assessments:

We have 45 owners outstanding.

Deadline on the letter was February 28th

Collection letter approval

We are working on producing the aging report by address instead of account # and owners name.

OLD BUSINESS:

1. Pressure cleaning of Sidewalk and Entrance Signs - A motion was made by Steve and seconded by Nicholas to have the sidewalk on the west side of Trent House and the two entrance signs pressure cleaned for approximately \$250.00 and it passed unanimously.
2. Landscape Bids - Tabled
3. Signs – Managers report
4. New Board Officer Registered with State – sent last month
5. Appointment for Grounds and Lakes – Steve C. volunteered
6. Update on 1167 WOC Foreclosure – A letter has been sent to the owner, mortgage company and title company for 1167 WOC regarding our claim. The Board decided to postpone any further action on this matter to the next meeting.
7. Update on 1228 WOC Litigation – Richard reported our attorney has sent out a letter to 1228 WOC regarding cleaning up his lot. Bruce made a motion to proceed to mediation. Bill seconded the motion and it was approved unanimously.
8. Sprinklers at Entrance – Managers report
9. Late Assessment Notification – Bruce made a motion to send the amended 2007 assessment collection letter to all delinquent owners. Bill seconded the motion and the motion passed 5-voted yes (Richard, Bruce, Steve, Bill and Melissa) and one voted no (Nicholas).
10. Fish for Lakes – Managers report

NEW BUSINESS:

1. Lights for front entrance – Bill reported on a proposal and prices for adding lights in the front Islands. Bill made a motion to purchase and install 3 new lampposts lights, 4 carriage lights for the front signs and to relocate one light on the North Island for a cost of \$2,450.00 to be paid from the Reserve fund – seconded by Bruce and the motion was approved unanimously. Bill agreed to purchase the lights and Richard agreed to oversee the installation, which is to be performed by Carl Guttler.

2. Sprinkler box repairs – Richard reported on the condition and need for repairs for the sprinkler box. Bill made a motion, which was seconded by Bruce to have the sprinkler box repaired for \$125, and it passed unanimously.
3. Possible security lights – The Board will investigate possible locations for location and costs for next month’s agenda.

Ms. Brenda Boggs notified the board that they are not donating the trees to the Association.

ADJOURNMENT:

Bruce made a motion to adjourn, Seconded by Nicholas and all were in favor. The meeting adjourned at 8:25 p.m.

Respectfully submitted,
Mark Jackson
SCPM

Secretary

President

**Magnolia Lakes Development
Homeowners Association**

**Treasurers Report
for Board of Directors Meeting
Tuesday, March 13, 2007**

Operating Funds

Operating Fund Checking	\$ 35,557.79
Total Operating Funds	\$ 35,557.79

Reserve Funds

Reserve Fund Checking	\$ 3,010.50
Reserve Fund CD (5.15% due 7/13/07)	\$30,637.90
Reserve Fund CD (4.40% due 12/9/07)	\$ 10,036.61
Total Reserve Funds	\$ 43,685.01

Total HOA Funds	\$ 79,242.80
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Notes:

Balances are as of 2/28/2007 statement from Bank of America

Deposits for February	\$ 16,903.00
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Represents estimated 66 paid assessments.

Deposits for January	\$ 19,000.00
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Represents estimated 76 paid assessments.

Per SCPM 80 assessments are still outstanding.

Need way to correlate SCPM reports with Bank of America
for cross verification.

Tax materials dropped off at Cerow & Company (321-242-2511)
on 2/12/2007 with some additional materials dropped off on 2/13/2007.

10:30 PM
03/12/07
Cash Basis

Magnolia Lakes Development HOA
Balance Sheet Summary
As of February 28, 2007

	<u>Feb 28, 07</u>
ASSETS	
Current Assets	
Checking/Savings	20,510.42
Other Current Assets	40,377.79
Total Current Assets	<u>60,888.21</u>
TOTAL ASSETS	<u>60,888.21</u>
LIABILITIES & EQUITY	
Equity	60,888.21
TOTAL LIABILITIES & EQUITY	<u>60,888.21</u>

10:31 PM
03/12/07
Cash Basis

Magnolia Lakes Development HOA
Total expenses by payee
February 2007

	<u>TOTAL</u>
AAA..Some Lawn Care	750.00
Bill Cook	102.61
City Of Melbourne	89.92
Emmanuel United Methodist Church	25.00
Raintree Pest Control	225.00
Richard Boudreaux	19.82
SCPM Pool Maint.	560.00
Space Coast Property Managment	1,598.03
Steve Barth	200.00
Tim Long	80.00
TOTAL	<u>3,650.38</u>

10:32 PM

03/12/07

Magnolia Lakes Development HOA
All transactions by vendor
February 2007

Type	Date	Num	Source Name	Memo	Amount
AAA..Some Lawn Care					
Check	2/20/2007	2286	AAA..Some Lawn C...	January service	-750.00
Bill Cook					
Check	2/13/2007	2281	Bill Cook	Staples Printing for January ...	-102.61
City Of Melbourne					
Check	2/2/2007	2274	City Of Melbourne	Water & sewer 12/07/06 - 01/...	-13.95
Check	2/20/2007	2285	City Of Melbourne	Water & sewer 12/07/06 - 01/...	-75.97
Emmanuel United Methodist Church					
Check	2/8/2007	2280	Emmanuel United ...	February Meeting	-25.00
Raintree Pest Control					
Check	2/2/2007	2273	Raintree Pest Control	Fertilize Weed insect control ...	-225.00
Richard Boudreaux					
Check	2/20/2007	2287	Richard Boudreaux	Certified letter to Mastsko	-19.82
SCPM Pool Maint.					
Check	2/2/2007	2276	SCPM Pool Maint.	February Pool service	-280.00
Check	2/20/2007	2289	SCPM Pool Maint.	February Pool service	-280.00
Space Coast Property Managment					
Check	2/2/2007	2277	Space Coast Prope...	February Management	-785.00
Check	2/5/2007	2278	Space Coast Prope...	Process Forms 1099 and 1096	-10.50
Check	2/13/2007	2284	Space Coast Prope...	Postage and copies	-8.97
Check	2/20/2007	2288	Space Coast Prope...	Postage and copies	-8.56
Check	2/20/2007	2290	Space Coast Prope...	March Management	-785.00
Steve Barth					
Check	2/13/2007	2282	Steve Barth	January pool janitorial	-200.00
Tim Long					
Check	2/5/2007	2279	Tim Long	Web service December and J...	-80.00