



MEETING MINUTES

**Board of Directors – Regular Meeting
December 11, 2024
Time: 7:00 pm**

Board Meeting held at 963 Stonewood Ln.

Officers present:

Louis Gonzalez, President
Steven Luppert, Vice President
Mariel Kagan, Secretary
Loren Omoto, Treasurer

Board Members present:

Marcy Hill

Board Members absent:

Jack Armstrong
Jon Mark Sprowl

Guests present:

Diane Vitello

Was notice given: Yes

Call to Order: The meeting of the Board of Directors was called to order at 7:02pm by President, Louis Gonzalez.

Approval of Minutes:

The Minutes of the Regular Board Meeting of September 16, 2024, were reviewed. Motion to approve was made by Steve Luppert, seconded by Loren Omoto. The Minutes were unanimously accepted and approved by all Board Members present. Motion carried.

Officer Reports:

1. **President's Report:** Louis Gonzalez provided an overview of the Agenda for this Meeting.
2. **Treasurer's Report:**
 - a. **Accounts:** Loren Omoto provided copies of the Financial Statements and reviewed the Balance Sheet, Assets and Liabilities, and the Income Statement for the Period Ended October 31, 2024. Loren Omoto reported there is \$11,819.59 in the checking account and \$10,005.16 in the savings account for a total of \$21,824.75.
 - b. **HOA Dues:** The Board Members discussed the opportunity to maintain the Annual Dues at the amount of \$390 per year. Loren Omoto noted that a billing notice would be sent out as a reminder of payments due.
 - c. **Past Due HOA Dues:** Loren Omoto and Marcy Hill advised that they are working with a homeowner who is past due with their HOA Annual Dues.

Old Business:

1. **Annual Meeting Discussion:** The Board Members discussed the Annual Meeting which was held at the Maitland Public Library on October 23, 2024. Positive comments as to the meeting and venue were received from many of the HOA membership who were present at the Annual Meeting.

Committee Reports: No Committee Reports were provided.

New Business:

1. **HOA Board Member Requirements, Per Florida Regulations:**
 - Louis Gonzalez reminded the Board Members that the HOA Board Member Certification Course must be complete within the required regulatory time frame by all Board Members who wish to remain on the HOA Board. Specific time frames for completion for both new and present Board Members were discussed and the Board members present were referred to the Florida Statutes for additional clarification.
 - Mariel Kagan shared information concerning the complementary "HOA Board Certification Course" as presented by Campbell Property Management. The Course will take place on line on December 17th from 5pm to 8pm. Louis Gonzalez and Mariel Kagan have registered for the course.

2. HOA Bank Accounts, Update of Approved Signatories:

- Louis Gonzalez reported that there will be a call with a Bank representative on Friday, December 13th at 3:30pm to discuss the process for updating signatories to the accounts. Louis Gonzalez, Mariel Kagan, and Loren Omoto will be on the call with the Bank representative.

3. HOA Attorney:

- A discussion took place regarding comments received from the HOA membership with respect to the attorney who had previously been retained by the Board. It was requested that consideration be given to the selection of experienced counsel to provide legal guidance to the HOA Board when necessary, going forward. Louis Gonzalez and Mariel Kagan will put together a list of potential attorneys for the Board's consideration.

4. Governing Documents:

- The HOA Governing documents were discussed. Areas of inconsistency between the Articles and ByLaws will be addressed and reconciled in the New Year.

Next Meeting:

It was agreed that the next HOA Board Meeting will be held in March 2025. Upon discussion, Louis Gonzalez proposed the Meeting be held on March 12th at 7pm. Marcy Hill offered her home as venue for the March meeting.

Adjournment:

Upon Motion to adjourn by Marcy Hill, seconded by Loren Omoto, and unanimously approved, the Meeting was adjourned at 8:30pm.

Respectfully Submitted,

Mariel Kagan, Secretary