

SILVER CREEK OF CLAY COUNTY HOMEOWNERS ASSOCIATION, INC.
Board of Directors Meeting
June 14, 2013
RE/MAX Specialists Board Room

Present: Tammy Lewis, Jennifer Russell, Sandi Smith, Barbara Ward, Mike Trimmer and Kathy Melton representing The CAM Team. Also in attendance were Marilyn Pettway, Karen Daniels, and Doug Foss.

The meeting was called to order at 5:33 p.m. by Tammy Lewis.

A motion was made by Barbara Ward to waive the reading and to approve the minutes of the April 11, 2013 meeting and a draft of the 2013 Annual Meeting minutes as written. Jennifer Russell seconded. None opposed. Sandi Smith signed the minutes.

Homeowners Forum:

A homeowner expressed concern about a shed that has been installed and is openly visible from the street. This issue will be addressed during the Committee Reports.

Committee Reports:

Architectural Review Committee:

- There were no outstanding ARC requests to be reviewed.
- The ARC Log with outstanding ARC issues has been updated. Tammy will email the original log to Sandi.
- Several ARC violations were discussed:
 - A property has a four foot picket fence and has been sold three times. The Committee is questioning whether the new homeowner can be required to change the fence.
 - A boat canopy on Garden Moss has been removed. The shed was approved by the ARC Committee.
 - A homeowner is using a portable wire gate to fence in their dog.
 - A gate was installed to the left of a property without ARC approval.
 - A playset on Southbank Circle may be in view. The Committee will double-check and let Management know if further action is needed.
- The Committee discussed the homeowner who has a shed installed in view of the road. Barbara made a motion to notify the homeowner that they have thirty (30) days to install a fence. Mike Trimmer seconded. None opposed. Management will send a certified letter.
- Tammy and Barbara requested read only access to the online ARC approval system.

Funds:

The May 2013 financials were emailed to the Board in advance of the meeting. The balance in the Operating Account at the end of May was \$143,523.10. The balance in the Money Market Account was \$121,915.09.

The June 2013 Collection Tracker was discussed in detail. A motion was made by Jennifer to approve the requested actions to send four (4) intent to lien notices, file two (2) liens to protect the Association's

interest, and five (5) liens. Barbara seconded. None opposed. Barbara requested that the Collection Tracker be sent to the Board prior to the meeting.

A motion was made by Tammy to suspend the voting rights and right to use the pool for the list of homeowners presented who are more than 90 days in arrears on their assessments. Barbara seconded. None opposed. Management will send a letter to the homeowners.

Old Business:

Kevin MacEwen with the Florida Forest Service made a site visit to Silver Creek and has recommended mowing of the common areas to reduce danger from fires. Paperwork has been submitted. The project will take approximately 2-3 weeks to complete.

The missing sidewalk on Creekfront by the Adams model home has been installed.

The Board would like to schedule a meeting with homeowners in September. The school and community center were suggested as possible locations for this meeting and the regular Board meetings. A tentative date was set for Saturday, September 14th.

A bid is expected from Jeff's Excavating to repair the pond on Creekfront. There are a number of ponds that have problems and the repairs will be prioritized based on severity of the issues.

New Business:

The Board requested that the violation tracker be emailed prior to the meeting. The tracker is a list of what issues have been addressed over the previous month. The violation process was discussed. A suggestion was made to share the process with homeowners at the meeting in September.

The pool monitors are doing a good job at the pool. Water is tested twice each day by the monitors, and on Monday-Wednesday-Friday by the pool person. The pool needs to be treated for algae. The Board discussed closing the pool one day a week to allow for additional maintenance. A motion was made by Mike to close the pool on Monday's (except for Labor Day) for treatment and maintenance. Sandi seconded. None opposed. The pool monitor contract will need to be amended.

The pool rules need to be clarified to clearly state that a fourteen year old resident cannot come to the pool with a guest. Residents must be 18 years old to bring a guest. The monitors are following up closely with residents using the pool.

The Association will host a National Night Out event on August 6th at the pool. A menu will be requested from the vendor to try to change up the type of food that will be served.

Articles are due for the next newsletter. Barbara made a motion to mail out the newsletter each quarter to owners and tenants. Sandi seconded. None opposed. A homeowner suggested adding a QR code to the newsletter.

Yard of the Month winners will be chosen toward the end of each month. A gift card to Home Depot will be given to the monthly winner. A suggestion was made to put the winner's name on the front message board.

Communication between the Board and residents is vital. The Facebook page has 112 residents who have signed up. The Board is considering including an Authorization for Email form in the next mailing. Communication of pool closings, alerts, meeting dates, etc. to residents is important.

Barbara stated that no Board of Directors meeting should be canceled without a majority vote of the Board members prior to the cancellation.

The Board would like to start utilizing more committees. Guidelines will need to be established for each Committee and a Mission Statement should be adopted. Barbara made a motion that one Board member should serve on each committee. Sandi seconded. None opposed.

- Pond Committee – Mike Trimmer
- Event Committee – Jennifer Russell
- Welcome Committee – Barbara Ward
- Pool Committee – Tammy Lewis
- ARC Committee – Sandi Smith

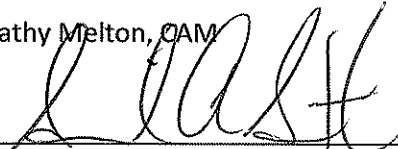
Several homeowners helped a resident correct a non-compliance issue on their property. The Board thanked the homeowners for their service, but the Board cannot form a committee to do this because of liability issues.

All business being completed, Mike made a motion to adjourn. Barbara seconded. None opposed. The meeting was adjourned at 7:45 p.m.

No meeting will be held in July. The next meeting will be held on Thursday, August 1, 2013. Location to be determined.

Respectfully Submitted,

Kathy Melton, CAM



Signature

9 Aug 13

Date