

SILVER CREEK OF CLAY COUNTY HOMEOWNERS ASSOCIATION, INC.
Board of Directors Meeting
August 9, 2013
The CAM Team Office – Board Room

Present: Tammy Lewis, Jennifer Russell, Sandi Smith, Barbara Ward, Mike Trimmer, and Kathy Melton representing The CAM Team. Homeowners in attendance: Marilyn Pettway, Douglas Foss, Juan Gonzalez Moreno, Shannon Nazario, and Brian Russell.

The meeting was called to order at 6:41 pm by Tammy Lewis.

Two minor changes were made to the minutes that were emailed to the Board prior to the meeting. Barbara Ward made a motion to waive the reading of the minutes and approve the minutes of the June 14, 2013 meeting as written. Sandi Smith seconded. None opposed. Sandi signed the minutes.

Homeowners Forum:

Douglas Foss asked if homeowners are allowed to put up a fence only on one side. Fences may not be connected to a neighbor's fence and it is okay to put a gate on only one side. A fence on one side of the property is currently under consideration by the Architectural Review Committee.

Barbara Ward made a point of order to discuss Officer positions on the Board. She stated that the Association is where it is because of the efforts of Tammy, but feels that to move forward it is important that the directors act as a Board. Citing concerns of actions taken over the past month by Tammy, Barbara made a motion to remove Tammy Lewis as President of the Board. Sandi seconded. After discussion, the motion carried with three in favor (Barbara Ward, Sandi Smith, and Mike Trimmer), one abstention (Jennifer Russell) and one not in favor (Tammy Lewis). The motion carried. The election of new officers was tabled until later in the meeting.

Committee Reports:

Architectural Review Committee:

- The Committee reviews ARC requests through the new online system. Six (6) ARC requests have been approved in July. Three (3) requests were approved in June, prior to the new system.
- Two (2) requests have not been voted on. One request is missing a survey. A second request was sent in by a homeowner who received a certified letter concerning a shed. The Committee will meet with the homeowner within the next few weeks to discuss the construction of their shed.
- All of the outstanding items on the ARC Log have almost been taken care of.
 - The fee was waived for one homeowner who installed a fence. The Committee has requested a survey and then the file can be closed.
 - Several fences have been installed with the unfinished side facing out. A list will be sent to Management so it can be forwarded to the attorney for action.
 - A fence was approved with a gate on the left side only.
 - A letter will be sent to a homeowner on Silverado who has installed a fence on the Association's common grounds.

- Two sheds installed on two properties on Garden Moss are outstanding. One homeowner is willing to work with the Committee, and the Committee will contact the other homeowner. The ARC fee will be waived for both homeowners.
- A rough draft of the mission statement was provided by Sandi. A suggestion was made to include the approved mission statements in the newsletter once they have been approved by the Board.

Funds:

The July 2013 financials were emailed to the Board in advance of the meeting. The balance in the Operating Account at the end of June was \$155,674.53. The balance in the Money Market Account was \$130,956.91.

Management suggested sending statements to all homeowners who currently have an outstanding balance and include a note that voting rights and the right to use the pool can be suspended for homeowners who have a balance that is more than 90 days past due. Jennifer made a motion to proceed as recommended. Mike seconded. None opposed.

The August 2013 Collection Tracker was discussed in detail. An Association foreclosure was purchased by a third party bidder at auction. A check (approximately \$5,800.00) has been received from the sale. A motion was made by Sandi to approve the requested actions to file four (4) liens to protect the Association where homeowners are in foreclosure with their mortgage company. Mike seconded. None opposed.

A letter from Janice Lake & Associates, the accounting firm who completed the 2012 Review for the Association was received. The engagement letter and request for a \$500.00 deposit for the 2013 Review was discussed. A motion was made by Barbara to use Janice Lake & Associates for the 2013 Review. Jennifer seconded. None opposed.

Old Business:

A September meeting for homeowners was discussed. The Fleming Island Library Meeting Room was not available until after 12:30 p.m. on Saturday, September 14th. An evening meeting was suggested and a tentative date of September 23rd, 6:30 – 7:30 p.m., was chosen. Lake Asbury Elementary School and Lake Asbury Junior High will be contacted for availability.

The Monday pool closures have caused concern in the neighborhood. Overall, pool closures have been down this pool season versus previous years. New equipment and better chlorine have helped. The Board discussed opening the pool on Monday if the chemical levels in the pool are found to be acceptable after testing. A motion was made by Sandi to reopen the pool on Mondays. Jennifer seconded. None opposed.

The National Night Out event held on August 6th was a great success. Special thanks were given to Michelle Pollard for her typing assistance! Ramon Nazario has volunteered to be the new Crime Watch Captain. A Silver Creek Crime Watch Facebook page has been established by Ramon and Shannon Nazario. Due to legal considerations, the page will be kept separate from the Association.

The Board would like to start holding the monthly Board meetings at either Lake Asbury Junior High School or Lake Asbury Elementary School at 6:00 p.m. starting September 5th. Both schools will be contacted for availability.

Suggestions were made for the next newsletter:

- New Crime Watch Captain
- Lawn Care Tips from Pat's Nursery
- National Night Out pictures
- Yard of the Month Winners

New Business:

Barbara provided a draft mission statement for the Welcome Committee. Barbara made a motion to appoint Teresa and Ed Smith to the Committee. Sandi seconded. None opposed. A welcome to new homeowners is posted on the community's Facebook page.

It was noted that the pool monitors wear a shirt that has a red cross on the back. A suggestion was made to purchase t-shirts for the monitors next year to avoid any confusion.

Compliance with the Covenants and Restrictions was discussed. Several homeowners have expressed concern about sheds and fences, and have mentioned contacting an attorney to force compliance. The Board is considering meeting with the attorney, or requesting a formal legal opinion to clarify these issues.

Meetings have been held at the pool by a group of concerned homeowners. Several homeowners have expressed discomfort that the meetings are being held inside the fenced area. Florida Statue states that common areas are available to homeowners, and that they have the right to assemble. The purpose of the meetings has been to work out issues homeowners have with the Board and in the community.

A suggestion was made to increase the size of the Board to seven (7) members. The Bylaws state that the size of the Board will be three (3) members. The attorney will need to be contacted for clarification.

Every attempt is made to vote on items at the monthly Board meetings. However, situations may arise where a vote must be taken by email. Several motions were made via email where a vote was not called for. The Board agreed that a vote will be called for when a motion has been made and seconded.

An email was sent to Tree Amigos terminating the landscape contract as of August 31st. More time is needed for Management to solicit bids. Kathy Melton will contact Tree Amigos and ask that they continue to service the property for an additional month. The landscape specifications were provided to the Board. Jennifer made a motion to approve the specifications and allow The CAM Team to proceed with soliciting bids. Sandi seconded. None opposed.

Several ponds are in need of repairs and Jeff's Excavating has been contacted but needed more information on the ponds. The as-builts were requested from the County and it took time to get them out of storage. A PDF copy has been received and will be emailed to Management. A suggestion was made to allow homeowners to purchase a tree to plant along the pond banks in memory of a loved one or to celebrate a special occasion, such as a birthday. A list of acceptable types of trees would need to be established.

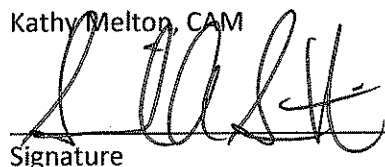
Sandi made a motion to ask Barbara to serve as President. Jennifer seconded. Barbara indicated that she was willing to fill the position. The motion carried with a 4-1 vote, with Tammy voting no. The officers for the remainder of 2013-2014 are:

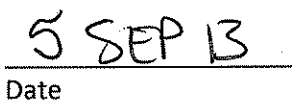
- President – Barbara Ward
- Vice-President – Jennifer Russell
- Treasurer – Tammy Lewis
- Secretary – Sandi Smith

All business being completed, the meeting was adjourned at 9:06 p.m.

Respectfully Submitted,

Kathy Melton, CAM


Signature


Date