

Palm Grove Owners Association, Inc.  
Board Meeting  
April 7, 2015  
Palm Grove Clubhouse

Minutes

Location

Palm Grove Clubhouse

Call to Order

The meeting was called to order at 6:05 PM by Board President Bob Foltz.

Attendance, Roll Call, Determination of Quorum

Board members present were Bob Foltz, Craig Nightingale and Mike Vukson, a quorum was established. Representative present from Guardian Association Management was Kelly Burch.

Consideration of Minutes

Mike made a motion to approve the minutes of the November 6, 2014 Board Meeting as written. It was seconded by Craig and approved unanimously.

Reports of Officers

N/A

Manager's Report

Kelly asked for approval to allow the landscaper to proceed with the mulch as he has done each year, the Board agreed as it has been budgeted for each year. Kelly also reported that she will work with Erik from One Guy & a Ladder to get foot protectors on the canopy in the pool area. Mike asked questions regarding the delinquency report and requested that letters be sent to all owners that had not made a payment. The Board agreed by consensus that management should send notices to delinquent owners every 30 days with accounts going to the attorney after 90 days of non-payment. It was noted that there were several accounts that had small amounts on them which were likely interest. Mike made a motion to write off interest under \$20.00 on all accounts on the delinquency report included in the meeting packet. It was seconded by Craig and approved unanimously. Mike also requested the status of the key fobs for those accounts that were over 90 days delinquent. Management reported that they could be deactivated per Florida Statute. Mike made a motion to deactivate all key fobs for owners with balances over 90 days delinquent. Craig seconded the motion and it was approved unanimously.

Unfinished Business

N/A

New Business

**Painting of Pool Fence:** Bids were presented from One Guy & a Ladder and Gates Elegante for painting and replacement of the pool fence. Mike made a motion to approve the bid from One Guy and a Ladder to re-paint the existing fence in the amount of \$5440.52. It was seconded by Craig and approved unanimously. It was noted that the pool would need to be closed for a few days as the pool would need to be covered to avoid paint and chemicals getting into the pool. In addition, the hedges against the fence on the West side of pool area will need to be cut back by the lawn maintenance crew.

**Sealing of Parking Lot/Curb Repair/Sidewalk Grinding:** Management presented pricing from Asphalt Pro in the amount of \$950.00 for sealing and striping of the parking, repair of curbing on the northwestern corner of the parking lot and grinding of an area of the sidewalk which has become a tripping hazard. Mike made a motion to approve the bid and asked that the contractor attempt to coordinate the closure of the lot with the closing of the pool for the pool fence work. It was seconded by Craig and approved unanimously.

**Consideration of increased spending limit for Board President and Management Company:** Bob requested that the Board increase the spending limit as the current limit of \$500.00 is too restrictive and requires the Board to

meet too often to accomplish the work that is necessary to keep the Association running smoothly. Mike made a motion to increase the spending limit of the Board President and the management company to \$2,000.00. Craig seconded the motion and it was approved unanimously.

**Palm Tree Removal and Replacement:** Management reported that two bids had been received for removal of the Palm trees but that she was not comfortable with the assessment provided by one of the tree and pest control companies. The owner of Gainesville Pest Control was scheduled to evaluate the trees the following day. Mike made a motion to allow up to \$5,000.00 for Palm tree removal and replacement with Bob's approval of bids after the evaluation from Gainesville Pest Control. It was seconded by Craig and approved unanimously.

**Owner Comments:** The owners presented voiced concerns about the burglaries that had taken place recently in the community and asked if the community could be notified. The Board explained that it was a police matter and that all owners should dial 911 anytime they see something suspicious or feel threatened. It was noted that there are several Law Enforcement Officers from various communities that reside within the community that may be willing to bring their vehicles home if they had a place to park. Mike made a motion to allow the southernmost parking space be designated as reserve for Law Enforcement. It was seconded by Craig and approved unanimously.

#### Adjournment

There being no further business, the meeting was adjourned at 7:14 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management

Approved: September 15, 2015