

# Huntington Estates Homeowners Association

## BOARD MEETING MINUTES

### 1. **Call to Order: 7:05** Attendance Review and President's Report

Attendance: John Kellerman (JK), Clay Whitaker, Edson Manners, Terry Maier, Candy Stran, Jon Holtom, Deborah and John Newton, Jim Hoch

President's Report. By JK

We are all volunteers and every bit of help it helps. Getting inputs and assistance from neighbors

### 2. **Approval of Minutes** and Secretary's Report

Read and approved November's Meeting Minutes. These will be posted in the HEHA website.

Secretary's Report. By Carlos (Acting Secretary)

Will be taking the minutes for this meeting

Received access to the Secretary Gmail account and to edit the HEHA website

### 3. **Other Officer Reports**

#### a. Treasurer. By Edson

Financially, it's all good news for 2020

Road Fund investment broken evenly in stocks and bonds.

Overall return was approx. 13.9% and investment goal is 5-6%

Balance is \$245,118.

There is \$23,000 in our SunTrust account after 20 owner's 2021 dues were deposited  
70 members have not yet submitted payments for 2021.

After March 1 is considered late payments; interest charged after March 31.

5 members owe \$75 from last year. A few larger dues have been sent to the lawyers

Clay: Now that we are using QuickBooks we don't have to do reporting by hand

Audit results for 2019 has been posted on the website

Edson added: We sent tax payments for 2017 and 2018.

Two months after August 8, IRS cashed the two payments

Thanks to Carlos for purchasing with military discounts and on sale maintenance items

Draft in place for 2021 budget, expect to share before the end of the week - 1/16/21.

Clay: We saved about \$1,000 in CPA costs by doing tax corrections ourselves from the transitions

We are up to date with 2019 IRS and we can get statements from McNally to do 2020

JK: 2021 Budget will be sent to homeowners soonest.

Candy: Needs to be reimbursed for ink, paper and envelopes.

Card was not working. Will get receipts to Edson.

#### b. Registered Agent. By Candy

The Board needs to decide who is the Registered Agent. Does not need to be a board member

Needs to be long-term, permanent address, a drop-box checked 2-3 times per day

JK, Edson, Jim: Candy is doing a fine job and we are happy for her to continue in this role

JK motioned to keep Candy as Registered Agent; Edson seconded the motion; motion was adopted

### 4. **Committee Reports**

#### a. Architectural Control. By Clay

One request open tree removal request from Wes Robinson to be reviewed this week

There were many acceptances and few rejections in 2020, but were well accepted

Appreciate Terry and Jon assisting with requests

Terry: All well satisfied with the job being done by Clay.

b. Maintenance. By Carlos

The Christmas light decorations seemed to encourage neighbors to put up their lights early. Deborah donated the Merry Christmas banner used in the St. Louis Church entrance Barbara Cook provided the lighted lawn-deer, and helped Terry and I decorate Jennifer Britt provided red, green, and blue light strings and golden bows. The lights provided a positive atmosphere during the holidays. I will store the lights and equipment, and plan to put them up next year by Thanksgiving, when lots of families are visiting the neighborhood.

c. Nominations. By Candy

Nominations went on swimmingly. Thanks to Terry for opening his home for the committee there were internet technical problems when we tried to do this electronically. Thanks all for voting and congratulations to Clay and Carlos

d. Recreation. By Candy

Not doing much. Need folks to be interested. Consider buying the Ileana proposed red, white, and blue lighted spheres for both entrances to use during the year for various holidays. They make them collapsible for easy storage  
JK: Noticed lots of traffic going around due to the Christmas lights.  
Candy: Let's do seasonal lighting. The spheres Ileana proposed can be used red, white, and blue.  
Carlos: Can use a small portion of Common Area Maintenance for these spheres. Will prepare estimates for these after reviewing the 2021 budget.  
Clay: Get projections. Prioritize funds for Road Funds  
Jon: The most important thing is to have decent roads to attract homeowners.  
JK: Keep the enthusiasm. Get the funds from 2020 transferred to the road fund.

5. **Open Issue Updates**

a. C&R Feedback. By JK

Need to update the C&Rs for 2021, encourage more feedbacks and get changes approved this year  
Clay: Iliana had started a summary of the edits of all the feedback received.  
Carlos: Will review the summary feedback and consolidate for review by next meeting. aiming to get more inputs, rewrite and vote by the end of the year. Jim wants to help.  
JK: Carlos, please send out email to request feedback. More input will help get this done.  
Clay: Anyone having feedback can provide it via email if not able to do it on our site.  
Jon: I would be good to get feedback which includes NOT changing the articles

6. **New Business**

a. Open Forum.

Deborah: Where can I observe the records of the association? I sent a request last week Interested Revitalization documents - forms, and back & forth communications  
Candy: I have all the records for the association. Has Iliana transferred her files?  
Used checklists, not back & forth communications.  
JK: Your request was sent to me. I will transfer files to the new Secretary – Carlos  
Jon: The records are on the website. Took the all C&Rs and matched in revitalization through DOE Changes will be voted by members. There were no forms.  
Terry: We sent 2 copies of all C&Rs to all neighbors, before and after the revitalization. In case that's what you are looking for  
Deborah: I will get with Carlos to get the info I need

Deborah: No recordings in the meeting notice "may or may not be keeping the videos"

JK: At the bottom of the meeting agenda email

Carlos: I sent out a generic worded "rule of conduct" for a meeting. We have decided to keep the recordings and keeping it on the website, in addition to minutes.

b. Election of new officers

Terry: We are supposed to elect officers every year.

The following officers were Nominated and Elected by the board during the meeting:

President – John Kellerman

Vice-President – Clay Whittaker

Treasurer – Edson Manners

Secretary – Carlos Amado

c. Jon: Point of order. Minutes. The meeting minutes you read were a members meeting, not a board meeting. We need to have board meeting minutes. The other meetings are not necessary

d. Candy: Management Companies. I would like referrals. How much they are by level of management. Feels that they would enforce the C&Rs and collect faster... leaving the board to have a better relation with the homeowners. She estimated \$65 per homeowner increase. Take care of newsletter, ballots, and citing people for violations

JK: Will send something to the attorneys. We'll try to get info by the next quarterly meeting

Deborah: Proposal is to add \$65 for doing what the board should be doing? Will the C&Rs need to be approved?

JK: Yes the updated C&Rs is what we would like them to use.

Jon: Let's find out how much they cost and have the members vote whether to use them. If yes, we will likely need a Revision of articles of incorporation. The board will also need to set-up a fining process as set up in the Florida Status. We have to appoint an appeals committee. etc.

JK: We can bring this up on a future meeting, when we have more information.

Jim: I open this can of worms at last meeting. But we need more help from homeowners. We love Carlos' contributions this year and his area of work, but our health is lessening my physical activities. That's why I'm volunteering to be a bookkeeper, behind the scenes.

JK: I want to put more of an effort. It is not going to be within the next quarter. We are going to work through it.

JK: Meeting ended at 8:40 p.m.