

# Huntington Estates Homeowners Association

## BoD WORKING GROUP MINUTES

Zoom Meeting info below is sent the week prior, and in a reminder email on the prior Monday

Click Here: [Zoom](#) Meeting ID: 699 190 1154; Passcode: 363355

One tap mobile +1 301 715 8592, 6991901154# \*363355# US (Washington DC)

Dial by your location +1 301 715 8592 US (Washington DC)

Optional Locations: 3556 Carrington Dr, Tallahassee, FL 32303 Amado residence for those preferring to participate with other persons, rather than zoom from home or work.

### 1. **September 14, 2022** – Call to Order 6:02 p.m. by Carlos

- Attendance Review and President's and ACC Report – John Kellerman

Attendance: Board of Directors (BoD) John Kellerman, Carlos Amado, Clay Whittaker, Terry Maier, Casey Wiley, Sarah Kinel, Lois Davis. Absent: Jim Hoch (Hospital). Member: Deborah Newton

### 2. Secretary and Maint. Committee Report - Carlos Amado.

- July Meeting Minutes draft is on the HEHA webpage and attached in Aug. meeting notices.

- Newsletter delayed to get more content. Publish with survey within the next 7 days - **Resp. Carlos**

- Board voted to move working meetings from Tuesdays to Wednesdays, still starting at 6 p.m.

- The next BoD working meeting is scheduled for 6 p.m., Wednesday December 14, 2022

- The next Quarterly Meeting is scheduled for 7 p.m., Tuesday, October 11, 2022.

### 3. Treasurer and Financial Audit Report - Clay Whittaker

a. 2022 Assessment collection update:

2 members have their 2021-2022 collection already being done through the attorney.

2 other members owe 2022 assessments. Attorney to take over collection -**Resp. Clay**

Carlos: All sent 2 certified letters. Double check S. Edson issues -**Resp. Terry**

b. Current Road Fund is 13% down \$297,365. Checking account balance is \$6,672.

c. 2021 Financial Audit, led by Nick Calabro, will start next week – **Resp. Clay**

### 4. – **Recreation Committee Report** – Lois Davis / Sarah Kinel

Newsletter will contain a survey for event and expected participation feedback (see below agenda)

Sarah: Add Garage sale as an optional event in newsletter survey. **Resp. Carlos**

### 5. Nominations Committee Report – Terry Maier

a. Balance BoD Elections; 2022-23 Terms: J. Kellerman, J. Hoch, S. Kinel, C. Wiley, and T. Maier

2021-22 Term: C. Amado, L. Davis, C. Whittaker will run again. S. Samford replacement will

balance the alternating terms of the BoD. Julie "Sam" Marshall is interested in running again.

b. Terry to present candidates in Oct. and have elections in Nov. annual member's meeting.

Mailings of vote ballots will occur after the Oct. Quarterly meeting. **Resp. Terry & Carlos**

c. Lois: All BoD are requested to contact individuals to run for BoD.

Casey: Add request to for BoD candidates in newsletter -**Resp. Carlos**

d. Add Communications Preference Survey in by-mail voting process -**Resp. Carlos**

### 6. **New Business or Q&A\***

\* Note: Speakers should target 3 minutes max per item or may be asked to submit a question or issue in writing. The HEHA President will provide guidance during the meeting, as needed.

1. Liability Insurance Review (see description attachment and endorsement) – Terry requested

Carlos: Coverage documents published by Clay and Carlos to all BoD.

Coverage looks acceptable for typical HOA's \$1,000,000 coverage for various standard risks.

2. City water lines upgrade starts summer 2023.

- Terry: City published letter with requested details. All BoD received copy.
3. Community Communications Improvement Actions:
    - a. Review / Refresh / re-establish use / Administer the HEHA Facebook page. **-Resp. Casey**  
Give Casey Admin rights – **Resp. Clay**  
Research how to broadcast information and link to members cellphones via text **-Resp. Casey/Clay/Carlos**
    - b. Research Bulletin Board options / costs for both entrances **-Resp. Carlos**
  4. Tree across the creek, by the bridge.  
JK: Fallen tree several feet above the creek. Low risk of flooding. 20” or more Diameter.  
Carlos: There are actually a half dozen large trees that have fallen to/from the Joseph Labrador (3713 Dorset Way) and the Anthony Davis (3717 Dorset Way) properties. The trees are very large for volunteers to be able to assist in the removal. Need professional help.  
Will walk the area to ensure we are talking about the same trees. **-Resp. Carlos/Terry/John**  
Sarah: Write letters to both owners before the trees decay and become a problem.  
Send letter from the HOA President to both homeowners giving them time to coordinate other tree removal work. **-Resp. John**
  5. Terry: Do we need to tell Barbara Hudson to fix her fence? General discussion ended with no issue with small fence missing a portion and not being an eye-sore.

**7. Adjourn for Attorney Feedback – Board of Directors Only - Confidential Discussion**

**Meeting Target End 7:37 p.m.**

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**Community Get-togethers Survey**

The Recreation Committee needs your feedback as to whether or not your circumstances and lifestyle will allow you to participate in Community Get-togethers. Please let us know whether or not you would be able to help organize and/or attend.

These could include **grilling and a slide/bounce house** for the children; Options are, for example:

- |   |            |  |             |
|---|------------|--|-------------|
| a. An Oktoberfest Fiesta                  | TBD        | d. New Year’s evening grill              | Sat. 12/31  |
| b. Halloween costume competition evening  | Mon. 10/31 | e. Easter Egg hunt afternoon             | Sun. 4/9/23 |
| c. Christmas home decorations recognition | Sun. 12/18 | f. 4 <sup>th</sup> of July evening grill | Tue. 7/4/2  |
| g. Spring Community Garage Sale           | May’23     |  |             |

Please **RESPOND** to this survey to [HEHAsecretary@gmail.com](mailto:HEHAsecretary@gmail.com)

(1) If you can participate or not.

(2) If you can participate, LIST at least two events and any ideas you may have for these.

We hope to get enough interest indicated by this survey, so we can organize one or two per year.