

Huntington Estates Homeowners Association
QUARTERLY MEETING MINUTES

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Zoom Meeting

<https://us06web.zoom.us/j/88642442299?pwd=M1gvN0RxVERZclhaRIFYSmRqaUhSZz09>

Meeting ID: 886 4244 2299; Passcode: 417431

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For members preferring to participate in person, rather than attend via zoom.

Location: 3556 Carrington Dr., Tallahassee, FL 32303 – Secretary Amado’s home -

1. **Tuesday, July 11, 2023** – Call to Order **7:08 p.m.**

- Attendance Review / President’s and ACC Report – John

Directors: John Kellerman, Clay Whittaker, Terry Meyer, Lois Davis, Sarah Kinnel, and Carlos Amado. Absent: Casey Wiley (vacation) and Sam Marshall

Members: Deborah Newton, Barry Kelly, Harold Brown, Edson Manners, T Bauldree, Candy Strand, *[Liliana Lindsey]* [“[]” = *Added after approval of minutes 3 month after the meeting*]

- ACC disapproved a new home plan due to needing a garage location change.

Terry: When is ACC going to address open issues? John: Will need to call a meeting.

2. **Approval of Minutes** and Secretary’s Report - Carlos

- NOTE: To keep minutes in real time, the Secretary may need to interrupt before going to a new topic, to ensure the conclusion or action plan after a topic discussion is documented.

a. Quarterly meeting [Minutes](#) – 4/11/23 - draft posted on the website. Approved.

b. Vote ballot for By-Law updates to 3 articles - Treasurer, Member, and Nominations Committee requirements - will be included with 2024-2025 Director elections mailing in October.

c. Improved viewing angle and added cement footings to the Danesborough Dr. Entrance Bulletin Boards. Thanks to JK and grandson - Preston - for their help.

d. Opted to buy a \$80 pressure-washer wheeled round wand after getting a \$600 quote to do the tennis court. Carlos will borrow a pressure washer from JK to do the task. The wand will reduce the work time from a day to half-a-day. The wand will be listed in the HEHA inventory of equipment kept by the Secretary.

e. Cleaned all 10 Stop signs using an oven cleaner. Thanks to Sarah for the suggestion.

f. Cleared small trees and dirt encroaching into the road at the Westmoreland Dr. curve in the Jack Dawkins’ lot. This safety need was highlighted by Wayne Glover, using the Maintenance Request in the HEHA website.

NOTE: The Board also meets monthly between Quarterly meetings to follow-up Open Business, New Business, and routine matters. Decision votes will be left for Quarterly meetings to have more member comment. Contact the HEHASecretary@gmail.com to get the Zoom password and join these working meetings. Working Group minutes are posted in the [HEHA website](#), and progress is reported in the Quarterly meetings during the officer or committee sections of the agenda.

The next Directors working group meeting will be Wednesday, 8/9/23 at 6 p.m.

The next Quarterly Meeting is Tuesday 10/10/23 at 7 p.m.

- 3. Treasurer Report** - Jim
- a. Jim reviews the 2023 unpaid assessments.
 - b. Next step in SOP is Treasurer sends list to attorney for Notice of Intent to Lien to these homeowners.
 - c. \$25K can be transferred to the Road Fund.
 - d. 2022 financial audit update.
- 4. VP Report** - Clay
- a. Road Fund investment account update \$310K. \$35K will be used for GPI Engineering (Chipola, FL) standard requirements to use in soliciting bids. To be reviewed by the community for comment.
 - b. City's Charles Hardgrave will be bidding water main – to close by end of July.
 - c. We are moving ahead in putting a large amount of the fund into \$200K long-term, others staggered periods, CDs. Richard Cassidy to continue to assist.
 - d. *Liliana: I have the impression that borrowing money against the HOA requires the approval of 99% of the signatories. I stand corrected, it's actually 2/3 or 61 lots.*
Carlos: We discussed this months ago and I published a page that summarizes our governing documents – allowing the Board to borrow up to an amount calculated around \$400,000 by its majority. And going for a vote of members only if more was needed. document is posted in the HEHA Website]
- 5. Recreation b Report** – Casey
- a. Planning to have a Halloween Event. A little simpler – Halloween or Christmas
 Carlos has a projector, outdoor screen, portable generator and speaker ☺
 - b. Dog Parade update. Candy: Three breed size categories. Walk in circular drive.
 Will give prizes – bird feeders and other. Still working it.
- 6. Nominations Committee Report** – Sarah
- a. Need the 5 Directors ending their 2-year term to declare their intent to run again:
 John, Terry, Jim, Sarah and Casey. Yes: John, Terry and Sarah TBD.
 Casey TBA - possibly will run – starting new job. Jim will not run this time.
 Marisol Roberts has agreed to run.
 - b. Carlos sent to Sarah and Sam a copy of By-Laws Article VII that describes the Nomination Committee and the election process.
 - Determine number of vacancies. Seek volunteers to fill these, up to double the vacancies.
 - Get paragraph from each candidate – including incumbents and new
 - Secretary design ballot and cover letter
 - Present list of candidates at the October Quarterly Meeting
 - Mail ballots to members at least 14 days prior to the annual November meeting – where votes will be certified.
- 7. New Business or Q&A***
- a. Complaint tracking proposal - Clay
 Will NOT be able to require anyone to identify themselves.
 Valid complaints will be investigated but NOT posted with status.
 Tracks addresses where the violation occurs.
 Barry: Can Carlos and Clay to work on electronic form? Clay: Yes.
 Deborah: Members able to review? John: Yes
 - c. Storm Drain damage has been discovered near Hudson home.

*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.

8. **Adjourn for Attorney Feedback.** Board of Directors Confidential Discussion.

Meeting ended 8:00 p.m.

Carlos Amado
Volunteer / HEHA Secretary
Maintenance Committee Chair
(850) 676-1625