

**St James Golf Club Homeowners Association, Inc.
Board of Directors Meeting November 28, 2018**

On **November 28, 2018**, the HOA Board of Directors Meeting was called to order at 7:00 PM by President Tru Hall. After the Pledge of Allegiance and moment of silence, Roll Call was taken with all Board Members present except Gail Logan and Jack Albright.

A Motion was made by Larry Cordisco and seconded by Karen Goodman to accept the minutes from the HOA Budget Meeting of November 14, 2018. Motion carried, all Board Members present approved.

Treasurer's Report/Finance Committee – Bob Coleman

Bob Coleman presented the Treasurer's Report indicating as of October 31, 2018 we have \$1,078,427 in the reserves account. There were Eighty-One (81) Homeowners with past due HOA fees, Two (2) Homeowners in bankruptcy; Four (4) in Collections; One (1) foreclosure; Four (4) properties with liens and Two (2) on payment plans. **A Motion was made by Karen Goodman and seconded by Larry Cordisco to accept the Treasurer's Report. Motion carried; all Board Members present approved.**

A Motion was made by Bob Coleman and seconded by Larry Cordisco to adopt the 2019 budget as presented, with no increase in HOA Quarterly dues for 2019. Motion carried; all Board Members present approved.

A Motion was made by Bob Coleman and seconded by Larry Cordisco to proceed with a year-end audit, to be done by Gerald Jackson at a cost of Three Thousand, Four Hundred Dollars (\$3,400). Motion carried; all Board Members present approved.

Maintenance Committee - Marvin Ott

Marvin Ott reported that the following items have been completed or are in progress: Spa air blower has been installed; a new Maintenance Utility Vehicle has been delivered; new flagpoles have been installed; all accordion shutters have been installed on the Clubhouse, with the exception of the front door; the 2-wire irrigation system is being installed on Stratford and should be fully functional in the coming week (next year, this 2-wire system is scheduled to be installed on Sheffield and Dover); installation will start on December 26th for aeration bubblers on 4 lakes and will be completed in two weeks.

A Motion was made by Marvin Ott to approve Thirty-One Thousand, Two Hundred Fifty-Four dollars (\$31,254) for road repairs in 25 areas in the community, to be done by Duraseal. After discussion regarding further repairs that also need to be done, an amended Motion was made to increase this amount by Two Thousand dollars (\$2,000) for other necessary road repairs. Motion was seconded by Karen Goodman. Motion carried; all Board Members present approved.

A Motion was made by Marvin Ott and seconded by Bob Coleman to spend Eight Hundred Dollars (\$800) to replace the motor on one of the treadmills in the Exercise facility. Motion carried; all Board Members present approved.

A Motion was made by Marvin Ott and seconded by Bob Coleman to employ East Coast Recycling to deliver the tot-lot mulch at a cost of One Thousand, One Hundred Dollars (\$1,100); we will spread mulch. Motion carried; all Board Members present approved.

Marvin Ott made a motion, seconded by Karen Goodman, that we accept the proposal for our Community Insurance at a cost of Twenty-One Thousand, Eight Hundred Seventy-Five dollars (\$21,875) for 2019. Motion carried; all Board Members present approved.

Tru Hall stated that he would check into all existing contracts to look for the possibility of lower quotes for the coming year.

Architectural Committee – Jack Albright

In Jack Albright's absence, Jorge Rojas reported that there have been 28 requests since last Board Meeting, (7 for landscaping, 14 for structural changes, 7 for exterior painting): 23 approved, 3 on hold and 1 will be done by our Maintenance Department and 1 denied.

Lakes & Preserves – Clem Lagala

Bubblers to be done in December, as previously reported by Marvin Ott.

Restrictions & Covenants Committee – Tru Hall

Nothing to report.

Safety & Security Committee – John Burd

John Burd noted that letters had been sent regarding commercial vehicles and trailers parked illegally in the community.

Election Committee – John Burd

John Burd announced that our election documents had been reviewed and approved by our attorney. As a result, a motion was made by Karen Goodman and seconded by Bob Coleman to approve our new election documents (letters, ballots and proxies) to be mailed to homeowners for our 2019 election. Motion carried; all Board members present approved.

Hearing Committee – Leroy Hoff

LeRoy announced that there will be a hearing on Monday, December 3, 2018 for 3 violations.

Covenants Change Committee – John Burd

John informed the Board that he will meet with the Attorney to see what can be changed within our Covenants.

Old Business

A Motion was made by Tru Hall and seconded by Larry Cordisco to approve the new Employee Performance Review Form. Motion carried; all Board Members present approved.

New Business

A Motion was made by Tru Hall and seconded by Bob Coleman to approve a new form that included the Holiday hours for facility Monitors. Motion carried; all Board Members present approved.

Tru Hall presented the draft of a 2019-2023 Homeowner Priority Survey (5-Year Plan) with a list of possible projects within our community. Homeowners are asked to check the items that they are most interested in having done and given space to also make suggestions on other items they would like to see done. This will be included in our 2019 First Quarter Newsletter. Also included in the December Newsletter will be a list of Frequently Asked Questions (FAQ's) for the homeowners' benefit.

Homeowner Concerns:

- Yard Waste – must only be on street Sunday night, at the earliest, for Monday morning pickup.
- Garbage and yard waste left behind after pickups – these items need to be put into containers or picked up after garbage/yard waste trucks have left.

- Schedule for landscaping - there is no schedule for when these items will be done. Expect to receive at December 4th meeting with Brightview.

A Motion was made by Karen Goodman and seconded by Larry Cordisco to adjourn the meeting at 8:27 PM. Motion carried; all Board Members present approved.

The next regular HOA meeting will be December 19, 2018.

Respectfully submitted

Jane Cordisco