

**Pastelle POA, Inc. / The Oaks
Board of Directors Meeting Minutes
January 19, 2015 3:00 PM
Community Pool**

I. Determination of Quorum:

JP Fougeron, President, present	Steve Marcketta, Treasurer, present
Jason Metzger, Vice President, present	David Guley, Director, present
Tony Yannucci, Secretary, present	Phil Rossow, Director, present

Also present were Dennis Armstrong and Beth Goin from Coastal Management.

II. Call to Order:

The meeting was called to order by JP Fougeron at 3:00 PM. JP announced that the Board of Directors would be drafting a Mission Statement for the community, and would be compiling a list of priorities for 2015.

III. Open Member Comments:

Nine homeowners were represented, comments included.
Communications: Create Community website or use Coastal website.
More details on the website. (post meeting minutes)
The need for a communication Czar
Rule (s) enforcement
Lighting/Safety (additional lighting at entrance gates)
Landscape height (ValleyCrest)
Parking non-mailbox side of the street
Bushes areas between houses
Lakes/Wetlands/PAMP/Upland preserve
Drainage between homes (French Drains) Builders Claim
Rentals/Landlord Accountability
Bats/ Tortoises
Lost Lake Sign
Speed Limit Signs

IV. Minutes:

Motion by Steve Marcketta, seconded by Jason Metzger to approve the minutes of October 28, 2014. Motion carried unanimously.

V. Financials:

- A. Steve Marcketta gave the financial report, the Association is in good financial position, the Association ended the year with a cash balance of \$175,778., prepaid maintenance fees of \$57,589.,with unrestricted cash of \$100,740.. Steve proposed that the Board of Directors again consider moving \$40,000. to reserves. Steve projects a final Cash Carry-Forward of \$60,740 from 2014. After further discussion, **motion was made by Steve Marcketta, seconded by Jason Metzger to move \$10,000. from the Operating Account to Reserves, and to look at additional transfers in April, July, and September,** seconded by Jason Metzger. The motion carried unanimously.
- B. Steve Marcketta next reported on delinquencies.
 - 5950 Split Oak: **Motion by JP Fougeron, seconded by Steve Marcketta to instruct the Atty. to counter-offer \$17,500.** The motion carried unanimously.
 - 6071 Crooked Oak: Payment plan is up to date.
 - 7810 Heritage: Attorney is preparing payment plan.
 - 7787 Heritage: Attorney was instructed to proceed with damages action against prior owner for remaining balance.The Attorney was requested to provide a breakdown of assessments, fees, interest and late charges in any further documentation.

VI. Managers' Report:

- A. The Manager went over the Action Item Matrix.
 - Management was requested to present a fining schedule
 - The Board of Directors also discussed implementing a \$1,500.00 common area deposit for lessees.
 - Management was asked to schedule a meeting with Garing Parking
 - Management was asked to schedule a meeting with Superior Waterways.

VII. Committee Reports:

- A. Finance Committee: No Report
- B. Landscape Committee: No report
- C. Social Committee: No Report
- D. Architectural Review: Included in Management Report.

VIII. Unfinished Business:

- A. Stuart Fence: Management was asked to schedule a meeting with Stuart Fence to discuss the installation.
- B. Trash Cans: Management was instructed to proceed with ordering 3 outdoor trash cans for \$1,500.00

- C. Sampson Tree Service: Schedule meeting
- D. Stucco Repair: Management was instructed to obtain a second quote from the vendor who is painting and repairing the entrance signs.
- E. Extreme Gate Proposal: **Motion by Steve Marcketta, seconded by Dave Guley to accept the proposal for Quarterly Maintenance.** Motion carried unanimously.

IX. New Business:

- A. Developer Claim: JP Fougeron updated the Board of Directors on the meeting that occurred with REB Law concerning the Developers Clai.m. The attorney's anticipate first year expenses in the \$10,000. To \$25,000. Range. JP Fougeron and Phil Rossow were designated as the point of contact from the Board of Directors.
- B. Signature Cards: Paperwork was signed.
- C. ACC Instructions and application. **Motion by JP Fougeron, seconded by Jason Metzger to approve as submitted.** Motion carried unanimously
- D. Mulch Proposal from Second Nature Lawn and Landscape LLC for mulching tot lot and pool area. **Motion by JP Fougeron, seconded by Jason Metzger for approval.** Motion carried unanimously.

X. Adjournment:

A motion was made by JP Fougeron to adjourn the meeting, the motion was seconded by Jason Metzger. The motion was approved unanimously. Meeting adjourned at 5:45 pm.

Respectfully Submitted,

Dennis Armstrong LCAM

For and on behalf of the Board of Directors

