**Pastelle POA, Inc. / The Oaks**

 **Board of Directors Meeting Minutes**

 **February 19, 2015 7:00 PM**

 **Bethel Lutheran Church**

1. **Determination of Quorum:**

 JP Fougeron, President, present Steve Marcketta, Treasurer, present

 Jason Metzger, Vice President, David Guley, Director, present

 Tony Yannucci, Secretary, Phil Rossow, Director, present

 Also present were Dennis Armstrong and Suzie Butler from Coastal Management.

1. **Call to Order:**

The meeting was called to order by JP Fougeron at 7:10 PM.

1. **Minutes:**

**Motion by JP Fougeron, seconded by Steve Marcketta to approve the minutes of January 19, 2015. Motion carried unanimously.**

1. **Financials:**
2. Steve Marcketta gave the financial report, the Association is in good financial position, the Association received the $12,000.00 “bonus” from Comcast in January. ValleyCrest did not submit an invoice in January which skewed the budget for January. The Board of Directors needs to stick to the budget.
3. Steve Marcketta next reported on delinquencies, there are currently 17 new homes listed on the delinquency report.

7810 Heritage: Mr. Cuomo addressed the Board of Directors concerning his pending foreclosure sale. **Motion by Steve Marcketta for the homeowner to pay $6,000.00 by February 26th, $2,400.00 per month to be paid from the tenant until the balance due is paid off, owner needs to be current on quarterly assessment during this time, this agreement is contingent upon tenant completing application, passing background check, and providing copy of lease document, seconded by JP Fougeron. The motion carried unanimously.**

1. **Managers’ Report:**
2. The Manager went over the Action Item Matrix, and answered questions.

Based upon the amended docs the 2nd Violation letter will go out in 60 days.

Managements was asked to send any outstanding ACC requests to Dylan Roden for review.

The Board discussed posting the ACC spreadsheet on Google Docs.

1. **Committee Reports:**
2. Finance Committee: No Report
3. Landscape Committee: No report
4. Social Committee: It was agreed that the Community Garage Sale would only be held once per year.
5. Architectural Review: Included in Management Report.
6. **Unfinished Business:**
7. Stuart Fence: Management was asked to contact Stuart Fence to get a firm date for the completion of their installation. This is to include rehanging all of the gates to be inswing with the latches on the inside and filling in the gaps that were discussed during the walk through.
8. Superior Waterways**: Motion by JP Fougeron for $275.00/ per Quarter for littoral zone maintenance, $270.00 for fish restocking, seconded by Dave Guley. The motion carried unanimously.**
9. **New Business:**
10. Heritage Gate-Keypad**. Motion by JP Fougeron, seconded by Phil Rossow to remove the “cover” from the keypad and return the entrance to full functionality. The motion carried unanimously.**
11. Communications. The Board discussed retaining a “communication czar” Amanda McLaughlin has “volunteered” for the position. Responsibilities would consist of creating a community newsletter and sending out e-mail blasts. **Motion by JP Fougeron, seconded by Phil Rossow to spend up to $500.00 for website hosting and a domain name “The Oaks Hobe Sound”. Mandy will also research setting up a Survey Monkey account for the community. The motion carried unanimously.**
12. Mission Statement/Objectives**. Motion by JP Fougeron, seconded by Phil Rossow to approve as presented. The motion carried unanimously**.
13. Mailboxes. Tabled.
14. Cabana Columns. Awaiting additional quotes.
15. Bike Rack**. Motion by JP Fougeron, seconded by Phil Rossow for the purchase of a HPBR-45 for $284.00. Motion carried unanimously.**
16. Credit Card. The Board did not see the need for this.
17. Community Signage. Speed limit signs, no action taken. (Will bring back for next meeting.)
18. Common Area Irrigation Engineering Proposal, Management was instructed to invite the Engineer to the next meeting to present his proposal in greater detail and answer questions.
19. **Adjournment:**

**A motion was made by Dave Guley to adjourn the meeting, the motion was seconded by Steve Marcketta. The motion was approved unanimously. Meeting adjourned at 9:30 pm.**

Respectfully Submitted,

Dennis Armstrong LCAM

For and on behalf of the Board of Directors