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

 **Board of Directors Meeting Minutes**

 **February 24, 2014 7:15 PM**

 **Bethel Lutheran Church, 7905 SE Federal Hwy**

 **Hobe Sound, FL 33455**

1. **Determination of Quorum:**

 Brandon Woodward, President present Steve Marcketta, Treasurer present

 Jason Metzger, Vice President present JP Fougeron, Director present

 JoAnn Snyder, Secretary present John Kantor, Director absent

Also present Leanne Borner, LCAM from Coastal Community Association Management.

Samra Wilson representing Comcast.

 The meeting was called to order by Brandon Woodward at 6:30 PM

1. **Approval of Minutes:**

**A motion was made by Brandon Woodward to approve the minutes from the September 25 2013 meeting and the February 24, 2014 meeting as presented. The motion was seconded by Jason Metzger. The motion was approved unanimously.**

1. **Financials**

Steve Marcketta reported that the association is in a good cash position for the first two months of the year. All Board members to get the full package of financials. Steve presented the Board with his cash flow sheet.

1. **Open Members Comments:**
2. One of the owners present was questioning the removal of the oak trees in the front of the homes and having to have them moved by the road.
3. One owner talked about dollar weed in his lawn. It was suggested that he cut back on the watering and to contact Leanne Borner so she can issue a work order to have them treated.

At this time Brandon asked that Samra Wilson from Comcast give her presentation. The association’s contract is not up until 2016 but they like to negotiate them two years in advance. Samra reported that 83% of the owners use ungraded digital service, 68% have internet, 49% digital preferred. Samra will supply this information to the Board via the email. The new proposal will be for digital starter, 5 year minimum contract and the owner will receive one standard receiver and two adapters.

1. **Financial committee**: No report
2. **Landscape committee:**

JP Fougeron reported that Joe Sadano the new landscape committee head could not be present at this meeting. Joe was supposed to be getting another proposal for the preserve areas.

1. **Social committee:**

Jo Ann Snyder reported although she is not on the committee, the garage sale is on schedule for April 5, 2014 from 8:00 am to 1:00 pm.

1. **Unfinished Business:**
2. Leanne Borner included in the board packet three proposals for the addition of pedestrian gates and fencing at all entrances. The Board has tabled this project for the time being.
3. JoAnn Snyder passed out the newsletter. There were a few minor changes. She will make the changes and Leanne Borner will pick it up the next day and take to the printer.
4. The Board agreed that the survey will be done through social media.
5. JP would like to get 25 lounge chairs re-strapped for a cost not to exceed\_\_\_\_\_\_. **A motion was made by Brandon Woodward to have the chairs done. The motion was seconded by Jason Metzger. The motion was approved unanimously.**
6. Brandon Woodward reported that it has been determined that the engineers report is sufficient for what they need it for and they will proceed with the next step which is the reserve study at a cost of $1,500.
7. There was a proposal from M&H Pressure Cleaning to do the sidewalks, gutters and curbs. Although he gave us a great price for the pool area and did a good job the Board would like to get one more proposal.
8. Brandon Woodward reported he was very happy with Xtreme Gate Solutions out of Jupiter for the repair work. He had given them the go ahead to fix the speaker at the Heritage gate at a cost of about $53.
9. **New Business:**
10. **A motion was made by Brandon Woodward to approve a 14 day fining letter to be sent to 6088 SE Crooked Oak for the cameras on the corners of his home. The date for the Fining Committee to meet will be April 17, 2014 at 6:00 pm at the pool. The fine will be $100 a day not to exceed $1,000 if approved by the committee. The motion was seconded by Jason Metzger. The motion was approved unanimously.**
11. **A motion was made by Brandon Woodward to approve a 14 day fining letter to be sent to 7667 SE Heritage for roof cleaning. The fining committee will meet on April 17, 2014 at 6:00 pm at the pool. The fine will be $100 a day not to exceed $1,000 if approved by the committee. The motion was seconded by Jason Metzger. The motion was approved unanimously.**

1. **Adjournment:**

**A motion was made by Brandon Woodward to adjourn the meeting. The motion was seconded by Jason Metzger. The motion was approved unanimously. Meeting adjourned at 8:10 pm.**