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

 **Board of Directors Meeting Minutes**

 **April 16, 2015 7:00 PM**

 **Community Pool**

1. **Determination of Quorum:**

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

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

 Tony Yannucci, Secretary, **presen**t Phil Rossow, Director,

 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 7:00 PM.

1. **Minutes:**

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

1. **Financials:**
2. Steve Marcketta gave the financial report, the Association is in good financial position. Board members had questions for Steve regarding the year to date budget expenditures for ADT and Comcast.
3. Steve Marcketta next reported on delinquencies, the Association is in the best position it has been in for a long time regarding delinquencies.
4. **Motion by Steve Marcketta to move $10,000.00 from operating fund to reserves. The motion died for lack of a second.**
5. **Motion by JP Fougeron, seconded by Tony Yannucci to approve $3,500.00 expenditure for Phase 1 of Engineering study, contingent upon review by Evergreen Engineering. Motion carried unanimously.**
6. The Board next discussed the Oak Tree project. Dylan Roden proposed a “tree arbor” at the front of the community by the Seabranch entrance. The question was again raised about what is required in the Community per the PUD agreement with Martin County. JP Fougeron will contact Debra Ross for clarification on this issue. The ACC was told to initiate a 30 day hold on all Oak tree removals until these issues are clarified. At this point all owners who remove an Oak tree are obligated to replace it. Where that replacement will be is still to be determined.
7. **Managers’ Report:**
8. The Manager went over the Action Item Matrix, and answered questions.

Managements was instructed to:

1. Rework TOPPS report to show 2nd violation letter.
2. Report back on audit process.
3. Install “Beware of Alligator” signs
4. **Motion by JP Fougeron to approve the proposal from Concrete Plus LLC for sidewalk repairs not to exceed $8,750.00, seconded by Dave Gulley. The Motion carried unanimously.**
5. **Committee Reports:**
6. Finance Committee: No Report
7. Landscape Committee: Volunteers will be gathering on Saturday morning for work detail. There has been requests from residents for additional street lighting.
8. Social Committee: “pool paloza” is moving forward. $806.00 budget for the event, the event will include ice cream and possibly a food truck.
9. Architectural Review: Included in Management Report.
10. **Unfinished Business:**
11. Common Area Irrigation. See above
12. Common Area Oak Trees. See above
13. Community Signage. **Motion by Tony Yanucci, seconded by JP Fougeron to approve the purchase of the community signs as proposed by the Landscape Committee. Motion carried unanimously.**
14. Management was instructed to relocate the “No Tailgating” signs from the gates to a freestanding signpost along the entry road.
15. Bat Houses: Were not approved in preserve areas by Martin County. JP Fougeron to contact homeowner concerning installation.
16. Developers Claim: Management was asked to submit a proposal with costs and timeline needed to do the work as outlined by Kevin Payne from Proctor Crook & Crowder.
17. **New Business:**
18. Attorney’s Letter 6196 Turn Leaf Trail. **Motion by JP Fougeron to avoid a conflict of interest and the appearance of impropriety, Board Member David Guley will not handle any matters relating or affecting the Kolasinski property. If a situation arises involving the Kolasinski Property, it shall be referred to another Board member to address, seconded by David Guley.**

**The motion carried unanimously.**

1. Landscaping Contract Bid Draft Scope. Contract will be broken into sections; irrigation, mowing & trimming, fertilization, preserve areas. Specs need to be available in 15 days to go out to bid
2. Clean up day and town meeting. See above.
3. **Adjournment:**

**A motion was made by JP Fougeron to adjourn the meeting, the motion was seconded by Steve Marcketta. The motion was approved unanimously. Meeting adjourned at 8:55 pm.**

Respectfully Submitted,

Dennis Armstrong LCAM

For and on behalf of the Board of Directors