The Oaks at Hobe Sound

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The Oaks Board Meeting Minutes
September 20, 2017 at 6:30 PM
Signature Property Management Office

Call to Order: President Phil Rossow called the meeting to order at 6:30 PM.

Roll Call: The following Board members were present:
Phil Rossow, President
Carol Fuchs, Secretary
Steve Kronenberg, Treasurer
Mitch Eisemen, Director

Excused Absence - Tony Yanucci.

Also present was Kelli Burgess from Signature Property Management.

Minute Approval – The minutes of August 1, 2017 were presented for approval.
Motion was made by Phil Rossow to approve the August 1, 2017 meeting minutes; motion was seconded by Steve Kronenberg and unanimously approved.

Management Report: Kelli Burgess presented a management report which included complaints, security & towing. She also stated that there are thirty four (34) open work orders from Briteview on various items needed in the community.

Treasurer Report: – Board Treasurer, Steve Kronenberg presented the financials for period ending July 31, 2017.
Motion was made by Phil Rossow to approve the financial statement for period ending July 31, 2017; motion was seconded by Carol Fuchs and unanimously approved.

Unfinished Business:

1. Security Call Box: Phil Rossow stated the new system will be installed on the 25gh and hopefully early in 2018 cameras can be installed. Kelli stated that to date there are still forty three (43) owners that have not picked up the new gate remotes.

2. Document Update: Mitch Eisemen stated he is still working on the amendments however he would like one change to take place before others which is to reduce the percentage requirements for amendments from 66 2/3% to a majority.

Approved October 26, 2017

New Business:

1. New Legislation & Estoppel – Kelli Burgess presented information on a recent legislation change that was signed into law by the governor on June 14th. It addresses the time period for responding to a request for an estoppel certificate and reduces this from fifteen (15) to ten (10) days. Information on this new law was presented to the Board for a resolution to be accepted and signed today.
Motion was made by Phil Rossow to accept the new legislation and estoppel change by signing a prepared resolution; motion was seconded by Carol Fuchs and unanimously approved.

2. Fine Process: Due to limited information from the previous management company, the Board requested the removal of any fines imposed prior to Signature Property Management taking over as the new management company. The Board also discussed amending the time denoted in the documents to levy a fine which is sixty (60) days. They would prefer to reduce this time frame.
Motion was made by Mitch Eisemen to approve the removal of fines on owner's accounts prior to the takeover of Signature Property Management; motion was seconded by Phil Rossow and unanimously approved.

3. Parking: Phil mentioned when the Board hired Securitas to patrol parking, there were issues that required attention however most issues have resolved making this no longer necessary.
Motion was made by Phil Rossow to eliminate Securitas; motion was seconded by Carol Fuchs and unanimously approved.

4. Gate Codes: This item was tabled until the Board can decide on a practical approach.

5. Fence between Split Oak & Trailer Park: Kelli mentioned she is obtaining a price from Stuart Fence to repair the downed screen that separates Split Oak from the neighboring trailer park.

6. Garage Sale: The garage sale is scheduled for October 28, 2017.

Next Meeting Date: – The next Board of Director meeting date is October 26, 2017 at 6:30 PM.

Adjournment: – **Phil called for a motion to adjourn the meeting at 7:32 PM; the motion was seconded by Carol Fuchs and unanimously approved.**

Respectfully Submitted,

Kelli Burgess, LCAM

Approved October 26, 2017