



## Board of Directors

### MONTHLY MEETING MINUTES

7:00pm Monday, November 21, 2011  
St Andrews United Methodist Church

#### **Call to Order by Dave Malara, President**

Attending: Board members Dave Malara, Mark Mandel, Donna Quinn, Ed Delaney, and Evan Thornton. Ravenel Associates was represented by Bob Cherry. Home owner Virginia Adrihan was in attendance. The meeting was called to order by President Dave Malara at 7:00pm.

**Reading and Approval of the Minutes** from October 17, 2011. Mark Mandel motioned to approve and seconded by Ed Delaney. Minutes were approved by acclamation.

#### **Community Manager Report**

Bob Cherry, community manager, reported as follows:

- Twenty-three (23) violation/reminder letters had been issued since the last meeting.
- Two fences have been approved by the ARB at 7121 Windmill Creek and 3286 Middlebury Lane. New submission for a fence at 5028 Weatherstone was received today.
- No parking sign for Forest Glen are still waiting approval for installation at the city.
- Working with Sheriff's Department and owners at 3301 Middlebury Lane and 3205 Hempstead to enter into payment plan. If payment plan is not entered then will return to Sheriff's Department for action.
- Cans for a Cause started on Nov. 20, 2011.

#### **Officer and Standing Committee Reports:**

**President-** Dave Malara had no report.

**Vice President-** Mark Mandel had no report.

**Secretary-** Bob Borregard not present.

**Treasurer** – Matt Dawson not present.

**Landscaping** – Donna Quinn had no report.

**Social Committee-** Mark Mandel had no report.

**Traffic Safety** – Dave Malara had no report.

**ARB Committee-** Cherry reported ARB activity in manager's report.

#### **New Business**

- Board discussed and reviewed the proposed budget for 2012. Ed Delaney recommended the following adjustments to the 2012 budget: Reduce Miscellaneous Expense from \$1,150.00 to \$1,000; Reduce Bad Debt Expense from \$5,000.00 to \$4,000.00; Reduce

Maintenance from \$3,000.00 to \$1,000.00; Reduce Social & Recreation from \$2,000.00 to \$500.00 and Increase Holiday Decoration Expense from \$0 to \$100.00. Also, he recommended that the difference between income and expenses be designated for establishing a reserve account. Mark Mandel made a motion to approve these changes and approve the 2012 budget it was seconded by Dave Malara and approved by the board. Bob Cherry will put the budget in final form and submit to the board via e-mail for final approval.

- Discussion was held about alligator in pond between playground and Sandalwood Drive. Cherry stated that a gator tag was available from DNR and expires on November 30, 2011. The board discussed and voted not to remove the gator at this time since we are entering the cooler months and the gator will become less active.

### **Old Business**

Annual Meeting was discussed and Cherry provided a copy of the proposed Annual Meeting Notice, Agenda and Proxy. Board made some minor changes and notice will be mailed in December 2011 to all property owners. Annual Meeting is scheduled for January 23, 2012 at 7:00 pm.

### **Set Next Meeting Date -**

Board of Directors regular monthly meeting is scheduled for Monday December 19, 2011 at 7:00 PM, St. Andrews Parish United Methodist Church.

### **Adjourn**

Motion to Adjourn by Dave Malara at 7:31 pm, seconded by Mark Mandel, and approved by acclamation.