

VHOA Board Minutes

December 17, 2020

Zoom

1. Meeting Called to Order at 5:30 pm. All Board Members were present, quorum established.
2. Minutes: November 19, 2020 minutes accepted and approved without corrections
3. Financials: The Treasurer presented financials for November 2020, which were approved and accepted.
 - a. No out of the ordinary financial expenditures for NE or SE
 - b. Acid wash of pool and Rye grass planted in SE common area
 - c. SE has dues in arrears – approximately \$2,000
 - d. SE Operating Account has an approximately \$5,000 balance.
 - e. NE Operating Account has approximately \$12,000.
4. Manager's Report:
 - a. Contacted City relative to dip in NE Street.
 - b. Noticed SE owners due to water shut off due to plumbing repair.
 - c. Contacted roofer about leak at 196A SE.
 - d. Contacted 190C SE about how to change dues payment account.
 - e. Sent letter to 195 NE about table on side of home.
 - f. Contacted roofer about possible leak at 173 NE.
 - g. Sent notice to SE residents relative to water usage.
 - h. Sent letter and meeting notice to SE owners relative to request for wood rot special assessment.
 - i. Placed order for coupon books.
5. Committee Reports:
 - a. Landscaping: Mowing every other week when the ground is dry. Removing leaves and trimming trees.
 - b. Pool: Timer for lights and fans needs changing.
 - c. Social/Welcome: No report.
 - d. SE Paint Committee: Committee has one estimate. There will be three complete bids

for painting, once the painting assessment is approved by homeowners.

e. Phone List: In process.

6. Interim Report:

- a. 175 - Board approved request to put in new screen/storm doors in front and back of unit at homeowner's expense. COMPLETED
- b. 182 roof leak repaired on November 25, 2020 by Total Quality Roofing. COMPLETED. 11/25/2020
- c. 196A SE roof leak repaired on November 25, 2020 by Total Quality Roofing. COMPLETED
- d. 100C SE - requested Board permission to remove tree abutting patio at her expense as it was not original to property. Board approved. COMPLETED
- e. Dip in NE street near the entrance was repaired by the City. COMPLETED
- f. 173 NE - withdrew her architectural request therefore, no action by the Board was necessary. COMPLETED

7. Old Business:

- a. Discussion of letter from attorney regarding fees owed by 115A SE (reverse mortgage situation) and what action Board should consider. Dues have not been paid for over a year. Board voted and approved to accept attorney's recommendation and fee of \$550. Manager will contact the Attorney and confirm that the dues will be paid in full.
- b. Nominations for new VHOA Board Members for March 2021. Judy Arnette (SE) and Nancy Titcher (NE) will rotate off the Board. Holly Hinson (NE) has agreed to stay on the Board for one more year to fulfill Isabel Rush's term. Pat Lee (SE) has agreed to stay on the Board for one more year. Stephanie Morse (NE) for a two-year term and Mary McCormick (SE) for a two-year term have agreed to serve on the VHOA Board. Several Board members thanked Judy Arnette and Nancy Titcher for their service on the Board.
- c. Judy Arnette suggested the all future VHOA Boards continue to keep up with the wood rot on all homes.

New Business:

- a. A set of keys was found by the Sadlers behind 191NE and turned into Judy Arnette. A notice will be sent to SE homeowners. VHOA Board will keep the keys for a week and then keys will be turned over to the Tallahassee Police Department. The set of key has a Champs emblem, a car key and three other keys, a total of four keys.
- b. A SE special assessment form was given to Holly Hinson. All ballots should be turned over to the Manager.
 - a. Question from Homeowner: If you don't mail in your ballot, can you vote at the zoom meeting. Yes, because the homeowner presents can be verified at the zoom video meeting. The Manager/VHOA Board will still need the paper ballot.

8. Comments/Questions From Homeowners:
 - a. SE Wood Rot and Special Assessment.
 - a. Zoom Meeting is 1/6 /2021 at 6:00pm
 - b. How many units/homes remain to be repaired? 8 units
 - c. Estimated cost to complete? \$10,000? Budgeted \$14,000. Special Assessment of \$300 X 38 units is \$11,400. Contractor for the wood rot has been understanding and is willing to work with the VHOA Board and getting the job done.
 - d. Homeowner requested the Board to email the wood rot estimate. Board Manager will email homeowner.
 - e. SE assessment, can you attend the zoom meeting and vote? Yes, but the Proxy and Voting Ballot must be sent in. Meeting is January 6, 2021.
9. Next Meeting: Thursday January 21, 2021 at 5:30 via Zoom.
10. Meeting Adjourned at 6:24 pm.