

**Titusvillage Section One Protective Association, Inc.**  
**Board of Directors Meeting**  
**February 23, 2016**

**Minutes – *Approved***

Roll Call

Amy Williams, President/Director  
Vivian Freeman, Secretary/Treasurer/Director  
Robert Payette, Vice President/Director  
Neil Johnson, Director

Dennis Collins and Karen Collins, Community Association Managers, were present. Liz Mandeville, Vice President of Sunrise Bank, was present.

Call to Order – The meeting was held in the conference room at Collins Realty Group and was called to order by association vice president, Robert Payette, at 7:12 pm. A quorum was established.

Minutes – Reading of the minutes from the January 26, 2016, meeting was waived. A motion to accept the minutes as presented was made, seconded, and unanimously carried.

Ms. Mandeville talked to the board about banking with Sunrise Bank. There is no charge for the Auto Debit of Quarterly Assessments. The enrollment forms are sent directly to the bank and are kept confidential. The file that moves the money from the owner accounts to the association account is encrypted and save. The file that management receives for posting contains only the Lot # and amount. The only charge would be for payment coupon printing. Management will continue to send out invoices for the rest of this year; payment coupons will be considered for next year. Board President and Treasurer signed the forms and provided ID for the new bank account.

Treasurer's Report

January Financial Report – Karen Collins reviewed the report – total cash balance as of 01/31/16 for all accounts was \$66,410.00; the operating account had \$20,221.69 and the reserve account had \$46,188.31.

Accounts Receivable balance as of 01/31/16 is \$5,826.55. The A/R balance as of today is \$4,814.23. Demand payment letters have been sent to Lots 38 and 49. Lots 15 and 44 are making payments according to the payment plan worked out. The association attorney sent a letter demanding that rent be redirected to the association to the tenant in Lot 55; there has been no response as yet.

A motion to accept the Treasurer's Report was made, seconded, and unanimously carried.

The board reviewed the memo and form for the Auto Debit of Quarterly Assessments. The bank ACH will occur on the 5<sup>th</sup> of each quarter.

Correspondence – None

Manager's Report – Dennis Collins noted the sidewalks needing replacement have been marked. The cost is \$4,888.91 and the work will be started on March 3, 2016. A motion to move forward with this project was made, seconded, and unanimously carried. Management will put notices in the doors where the sidewalk work is being done.

The previously approved resealing of Dipol Courtway will begin in April.

Old Business – Statues and signs were discussed. 1933 is adding a lot of landscape statuary and placed a “Man Cave” sign on his unit. The sign is a bit more tricky because if that sign has to do, so does every other sign in the neighborhood to avoid the appearance of selective enforcement. The issue was discussed at length. The landscaping has not been approved, so Mr. Johnson and Dennis Collins will stop by and have a talk with the owner.

New Business

Complaints on Social Media – management pointed out the difference in the tone of a complaint posted on Facebook and the email regarding the same that was sent to management. Mr. Payette [supports social media] and Ms. Williams [doesn't support social media] have completely differing opinions on the value of social media. There are published ways to register a complaint – management, the board by phone or email, attend a meeting. Management, Ms. Williams and Ms. Freeman will not respond to complaints posted on social media. Ms. Williams feels the post should be deleted because it is rude; Mr. Payette does not agree. The issue was debated with no agreement except to disagree. Mr. Payette said if he considered a post on the association's Facebook page to be detrimental, he would take it down.

Remedies for violations – Management sent several letters regarding the very tall sea grape plants and the broken light that are on Lot 80. The owner has not taken any action to correct these issues. The association documents give the association the power and authority to correct violations and add the cost to do so to the offending owners account. [Article VI – Nuisances and Article XII – Remedies for Violations] Mr. Johnson noted that he has had this conversation with the owner. Management will write a final letter giving 30 days to correct these violations or the association will have the sea grapes trimmed to the maximum height allowed in the documents. Mr. Johnson and Dennis will double check the rest of the neighborhood for any other violations.

A motion to adjourn was made, seconded, and unanimously carried. Meeting adjourned at 8:15 pm.

Respectfully submitted March 3, 2016 by,

/es/ Karen Collins

Karen Collins