

Titusvillage Section One Protective Association, Inc.
Board of Directors Meeting
March 22, 2016

Minutes - *Approved*

Roll Call

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

Dennis Collins, Community Association Manager, was present.

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

Minutes – Reading of the minutes from the February 23, 2016, meeting was waived. A motion to accept the minutes as presented was made, seconded, and unanimously carried.

Treasurer's Report

February Financial Report – Karen Collins reviewed the report – total cash balance as of 02/29/16 for all accounts was \$64,595.45; the operating account had \$18,385.12 and the reserve account had \$46,210.33.

Accounts Receivable balance as of 02/29/16 is \$4,739.23. Due to many Q2 prepayments, the A/R balance as of today is \$1,901.94. Statements were sent to everyone who still owes for Q1 and prior. Final demand payment letter has been sent to Lot 38. Lots 15 and 44 are making payments according to the payment plan worked out. Since there has been no response from the association attorney's rent demand letter for Lot 55, a motion to just file the lien was made, seconded, and unanimously carried.

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

Correspondence – The letter to the owner of Lot 80 was reviewed. It informs the owner that the sea grape plants must be trimmed to a maximum of six (6) feet and the broken light fixture must either be repaired or removed. It references the sections in the documents that define the hedge height and association's right to take care of this if the owner doesn't. The owner has 30 days to comply.

There were three other letters regarding various maintenance issues.

Manager's Report – when the sidewalk work was done, a sprinkler head was broken; the contractor made the repair and the owner was happy. Dipol is tentatively scheduled for resealing on April 18; it should take about a week at most. Notices will be sent to the owners. JR's Asphalt will also place notices by the mail boxes.

Old Business – None

New Business – None

A motion to adjourn was made, seconded, and unanimously carried. Meeting adjourned at 7:13 pm.

Respectfully submitted March 30, 2016 by,

/es/ Karen Collins

Karen Collins