

Titusvillage Section One Protective Association, Inc.
Board of Directors Meeting
March 28, 2017

Minutes - *APPROVED*

Roll Call

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

Dennis & Karen Collins, Community Association Managers, were 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 7:00 pm. A quorum was established.

Minutes – Reading of the minutes from the February 28, 2017, meeting was waived. A motion to approve 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 02/28/17 for all accounts was \$50,420.02; the operating account had \$10,285.58; the reserve account had \$40,134.44. The Fixed Asset – Furniture and Equipment adjusting entries were made and will no longer be reported.

Accounts Receivable balance as of 02/28/17 was \$4,248.12. The owners (23, 38 & 42) have been sent to the attorney for collection. April statements went out a little earlier, so we could get all the information out to the owners.

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

Correspondence – The board agree to not address the emails regarding squirrels and rabies. The board was more concerned about the problems with feeding squirrels and feral cats, that can bring unwanted wild animals to create a nuisance. Board feels the person feeding is not being very respectful or neighborly because he is creating a nuisance by feeding squirrels and feral cats. The board requested letter to be sent out asking that he stop feeding because of attracting raccoons and other rodents.

Manager's Report – Discussion on the results of property walk through. Report is attached to these minutes. Most are minor, with a few major issues: This unit with parking issues: has four vehicles, driving over the storm drain to park on the lawn and another parked half in the road and on the sidewalk. Neighbors complaints are that when he parks in the street it's a hazard for other tenants. Management will try to find the owner to address these matters. Mrs. Williams said that she will talk to Code Enforcement to see what actions can be taken.

The unit with major structural issues: Patio ceiling collapsing and being held up by posts, the unit with patio issues: Patio open and missing panels. Both were sent letters informing them of Titusville Code of Ordinances, Section 6-109, states that property owners are responsible for maintenance of structure they own. Failure to correct will result in a complaint to Code Enforcement. Going forward anyone with three maintenance notice letters are going straight to Code Enforcement.

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

Old Business – None

New Business – Dennis will be with Donaldson Lawncare when they start on their first day. Still waiting on pink letters regarding cutting hedges by the lawncare or not to come trickling back in. DP Lawncare was lacking in supervision by Robert which resulted in poor service; therefore, he was terminated.

A motion to adjourn was made, seconded, and unanimously carried. Meeting adjourned at 7:37 pm.

Respectfully submitted March 30, 2017 by,

/es/ Karen Collins

Karen Collins