

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

**Minutes - *Unapproved***

Roll Call

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

Karen Ogden, Director, was absent. Dennis & Karen Collins, Community Association Managers, were present. Owner John Bonggren 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 7:02 pm. A quorum was established.

Minutes – Reading of the minutes from the October 25, 2016, meeting was waived. A motion to approve the minutes as presented was made, seconded, and unanimously carried.

Treasurer's Report

October Financial Report – Karen Collins reviewed the report – total cash balance as of 10/31/16 for all accounts was \$51,226.79; the operating account had \$10,758.29; the reserve account had \$40,468.50.

Accounts Receivable balance as of 10/31/16 was \$7,683.12. There was no response to collection letters and statements. Accounting for payments received during November, the unpaid assessment balance as of 11/22/16 is \$6,688.12.

JRS Asphalt was paid \$995 for painting the yellow curb and “No Parking” stencil on Dipol Courtway.

The annual reserve deposit for the Road Fund was made in October in the amount of \$6,494.

Management explained the new payment options available from Sunrise Bank through PayLease. Anyone currently using Auto Debit must enroll in PayLease. Quarterly payment coupons were an option that the board rejected.

Management provided a Profit & Lost Previous Year Comparison report.

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

Correspondence – A letter was received from Andrea Hefner asking for lighting on Dipol. Since Dipol is a private road, the association would have to pay for installing and maintaining street lights. The board discussed this and instructed management to send out a flyer with the next invoice asking residents to keep their outside lights on. Management will check with FPL to see about security lighting.

Manager's Report – Nothing to report

Old Business – Mr. Bonggren has been unsatisfied with the quality of service in his yard. He has asked the crew to not cut in his backyard and to not cut any plants in the front yard. However, on more than one occasion the crew has chopped up his jasmine and firecracker plants. Ideas for keeping the crew out of his yard were discussed. Ms. Williams suggested he discuss the issue with Robert DiPasquale and set up something in his yard that will remind the crew they are not to cut the plants. Dennis Collins will have a talk with DP Lawn and instruct them not to cut anything in his yard except for the small patch of grass in the common area. He also asked Mr. Bonggren to call him immediately if it happens again.

New Business – Management reminded the board that they will be out of the office from December 23<sup>rd</sup> through January 8<sup>th</sup>. The necessity of a December meeting was discussed. A motion to cancel the December meeting was made, seconded, and unanimously carried.

A motion to adjourn was made, seconded, and unanimously carried. Meeting adjourned at 7:29 pm.

Respectfully submitted November 23, 2016 by,

/es/ Karen Collins

Karen Collins