

**HUNTER'S TRACE HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
OCTOBER 15, 2014**

The meeting was called to order at 3:00 PM, by Cindy Head, President. Present were Cindy Head, Forrest McIntyre, Doug Langlois, Don Sjolund and Shirley Sjolund. It was verified that a quorum was present. It was also verified that proper notice of the meeting was posted in accordance with the By-Laws.

The minutes from the previous board meeting on May 28, 2014, were read and approved as written.

Communications:

Shirley reported that in response to the communication from CrossRoads Realty, she will call them for a proposal in January if this is satisfactory with the board. The request was approved by the board.

Resignations and Elections: No discussion at this time. Board tabled item.

Report of Officers:

Don reported receiving \$400 from insurance companies for damage to front entry, plus fees from estoppel letters on property closings. Discussion conducted about spending overages in budget, but determined not to be necessary. Updated budget figures were presented as follows: General Fund \$1,943.50; Fence Fund \$2,231.46; Reserve Fund \$8,000, for a total of \$12,174.96. Unpaid assessments were mentioned. It was also stated that funds are available to cover budgeted expenses through the remainder of the fiscal year.

Shirley reported on nine violation letters that had been sent, and compliance by residents. Doug asked about follow-up on two that had not complied. This was followed by discussion and how pro-active the board should be. Doug will monitor the neighborhood for violations.

Shirley also reported on rulings by the Florida Legislature prohibiting the publication of electronic addresses by homeowners associations. The resident directory to be distributed at the annual meeting will not show e-mail addresses.

Forrest then updated the Board on insurance claims received for the two accidents

BOARD OF DIRECTORS MEETING MINUTES-OCTOBER 15, 2014
PAGE TWO

damaging the front entry landscaping, wall and fence. Most repairs have been done.

Report of Committees:

No committees were represented. Forrest asked if the committees could submit a report for our board meetings. All agreed that they should. Cindy indicated the Landscape, Lighting and Irrigation Committees should report to the Exterior Vice President, and the Architectural Committee should report to the Interior Vice President.

Old Business/Unfinished Business:

Cindy indicated a section of the Minutes of the March 29, 2014, Annual Meeting needs to be corrected. The motion made by Pat Anderson to charge \$65 to the buyer of property as an estoppel and administrative fee needs to be reworded to indicate it should be a negotiated fee between seller and buyer.

Cindy further reported that the Policy and Procedures Manual needs to be expanded. She has drafted some additions that will be incorporated into those already prepared for duties of officers. Also, a list of duties should be available at our annual meeting, so prospective officers know what the duties entail.

The required insurance coverage for Daniel Rodriguez was discussed. It was agreed that the \$300,000 coverage he is now providing is sufficient. Liability issues were addressed, as well as the hold harmless agreement. Cindy will prepare the agreement and have Daniel sign. Discussion about other contractors who work on the front entry and possible insurance coverage will be delayed until a future board meeting.

New Business:

Discussion was conducted about recent damage to the front fence and responsibility issues. It was concluded that a letter to the ten property owners will be prepared detailing responsibility for the fence. Damage to the fence can be repaired through the fence fund, but property owners must file the initial claim and repay cost of such repair after claim resolution in no more than 90 days. Cindy will draft a letter, including information in original letter sent to those affected property owners many years ago.

BOARD OF DIRECTORS MEETING MINUTES-OCTOBER 15,2014
PAGE THREE

Setting term limits for committee members was discussed, and three year terms were suggested, but no specific number was decided upon. Forrest suggested we use the web site to put out information about committees, and possibly forming a social committee. Doug suggested we leave that open for now. The welcome packets were mentioned, and in this regard Forrest said we might consider presenting new residents with a small gift. It was decided by the Board that this would have to be presented to the general membership since we would be expending funds paid through assessments.

Announcements:

Lastly, the web site was addressed. All agreed that Robin Corsiglia is doing an outstanding job of formatting the site. Hopefully, more residents will access the site to read the information provided therein and participate with submissions. Also, Robin's request for a locked gate to access the State property was considered. Since the majority of residents had previously voted against any access to the property through the neighborhood, the Board rejected his request.

There being no further business, the meeting was adjourned at 4:50 PM.

Respectfully submitted,

Shirley Sjolund, Secretary