

CAMBRIDGE GREENS of CITRUS HILLS PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
November 16, 2011

The meeting of Cambridge Greens of Citrus Hills was brought to order at 9:15 AM. Those in attendance were John Parliman, Ray Collins (by phone), and Sal Mondello, Diane Evans, LCAM of VSC, Dennis Contois from the Nominating Committee and another owner. Absent were Frank Yetner, and Ed Kuchling.

The Minutes from August 15, 2011 were approved without reading by a motion from Sal Mondello, second by Ray Collins; all were in favor and passed.

Report of Officers:

President's Report: John Parliman reported that Tuscany on the Meadows has again been retained for the annual meeting (Monday, March 19) at the same price as last year. Refreshments at 6pm followed by the meeting at 7pm. All agreed.

He further requested a motion to place a vote before the owners to move two By-Laws to the Declaration of Covenants as well as change the Architectural Control Board (ACB) to the ACC (Architectural Control Committee).

After discussion, a motion was made by Ray Collins to move the newly approved violations and fines section of the By-Laws into the Deed Restrictions Article 7 Section 7.1., to change the name of the ACB to ACC (Architectural Control Committee) and to move the leasing and rental section of the By-Laws into Article 7 Section 7.5 (General Provision). Second by Sal Mondello. All in favor. Motion Passed.

John reported that approximately \$1,100 remains in the funds approved for sign landscaping and maintenance. No further motion is necessary, but he plans to use about \$200 for landscape blocks to block light infiltration at the back of the signs. All agreed.

John reported that two contractors had been contacted for sign maintenance. Both presented with the same contract stipulations. One was not interested. Based on subsequent discussion and the recommendation of three owners who have utilized the second contractor, **a motion was made by Ray Collins to contract with Lawn Care in the amount of \$50.00 per month to maintain the area around the two (2) signs on E. Hartford Street from March 1st through November 30th, and \$40.00 each to mow foreclosed property. Contract date is from December 1, 2011 through November 30 2012 second by Sal Mondello, all in favor. Motion Passed.**

Motion was made by John Parliman to contract with LynX (Reed Bond) to establish a web site using Yahoo as the web host and change the domain name routing through Yahoo, to include 4 hours of training in the amount or \$450.00, second by Sal Mondello, all in favor. Motion Passed.

At the request of Mr Parliman, Diane Evans of VSC gave a report on violation letters and authorized a second letter to the property owner on E Hartford with the sink hole in the driveway.

Mr Parlman reported that the annual assessment must be increased to cover bad debt and lawn maintenance on foreclosed properties. Mr Contois reminded the Board that the assessment increase cannot exceed 10%. After discussion including moving \$500 from legal to cover write-off of bad debt, **John made a motion to approve the Proposed Budget for 2012 with an annual increase in the assessment of 10% or \$71.50 per year, second by Ray Collins, all in favor. Motion Passed.**

Vice President's Report: Sal Mondello reported that the nominating committee has been unsuccessful in finding any interest for the open board positions. Dennis Contois added that of 6 contacted, all were more interested following post-retirement activities. Sal suggested a community spirit event was needed to get owners socializing and talking about the problems of the community. It was decided that while this idea has a lot of merit, attempting it during the holiday season is not prudent and that the planning for such an event would be better placed in the hand of the incoming board.

It was further agreed that the board and Dennis Contois would undertake a telephone campaign to generate interest in the board vacancies. The campaign would be preceded by a letter from John Parlman explaining that in the absence of a sitting board, the Association could go into receivership, lose its assets, be run by a state-appointed overseer and be subject to commensurate increased operating costs. The letter would also indicate what a board director does and announce that residents would be contacted shortly to discuss the letter and volunteering for a board position.

ACTION: The Board requested VSC (1) generate a list of names, addresses and phone numbers of Cambridge Greens residents starting from 2006 to use as the master contact sheet and (2) generate a list of speaking points for the telethon. Both are to be generated the following week. John Parlman would compose the letter and get it to VSC immediately. The board and Dennis will divide up the names and start the contacts as soon as the list is ready.

Diane confirmed the dead line for having in all necessary paper work into the management office is February 1, 2012 for the Annual Meeting mailing.

Treasurer's Report: Ray Collins reported Total Assets of \$47,696.25 as of October 31, 2011 from the Balance Sheet and a CD at Mercantile in the amount of \$36,657.96 which can be drawn on without penalty as needed. Outstanding delinquencies are \$2,368.68. There are six (6) properties at the attorney Robert Tankel's office for collection.

Motion was made by John Parlman to adjourn second by Ray Collins, all in favor, passed.

Meeting adjourned at 10:30 A. M.

The next regular scheduled Board Meeting will be at the VSC office on February date to be announced.

Submitted by:
Diane Evans, LCAM for

Ed Kuchling, Secretary