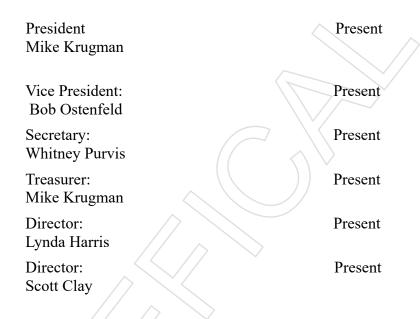
# The Meadows at World Golf Village HOA Official Board Meeting Minutes September 6. 2022 Page 1 of 3 Date of Meeting: September 6, 2022 Time: 7PM Location: VIRTUAL Minutes Prepared by: Whitney Taylor-Purvis Secretary BOARD MEETING

# I. Meeting Called to Order:

Quorum was present and confirmed notices of meeting given.

### **Roll Call:**



**Other attendees:** Michelle Brady, David Boucher, Rhonda Booker, Jacquelyn Lally, Emily, Pat Krugman, and other via phone. (Total attendees totaled about 19.)

**II. Opening Remarks:** Mike Krugman welcomed all participants and provided the evening's agenda. Purpose of this meeting was to provide a transparent explanation of HOA member positions and discuss two management company candidates.

III. Review and Acceptance of Minutes: July 14, 2022, minutes are under review.

## **IV.** Committee Reports:

### A. HOA Board Members and Officer Changes: Mike Krugman reported -

**a.** As of July 1, 2022, there were four board members each holding an officer's position (Peggy Hutchinson-President, Michelle Brady-Vice President, Mike Krugman- Treasurer, and Gordon Feldkemp - Secretary).

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- **b.** In the following months three members resigned from their position as an officer, and board member.
  - i. Peggy Hutchinson resigned on July 14, 2022,

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- ii. Michelle Brady resigned on August 31, 2022, and
- iii. Gordon Feldkemp on August 31, 2022.
- **c.** Following the resignations:
  - i. Mike Krugman was the sole remaining board member and could not move forward with the critical decisions the HOA was facing over the next few days without the assistance of additional board members.
  - **ii.** An emergency meeting was held virtually on September 1, 2022, when the residents who expressed interest in becoming board members at the previous meeting were appointed as Directors to the Board.
  - iii. During the emergency board meeting with a quorum present:
    - 1. Motion was passed made by Lynda Harris to elect Mike Krugman as president and as treasurer, Bob Ostenfeld as vice president, Whitney Taylor-Purvis as Secretary. The motion was seconded by Scott Clay. The motion was passed unanimously
    - **2.** Board discussed and set the dates for two Special Board Meetings for September 6, 2022, at 7 PM, and September 8, 2022, at 7 PM.
    - 3. No other business was discussed, and the meeting adjourned.
- **B.** Association Management Company Search: Mike Krugman reported on the search for a replacement association management company and reviewed bid proposals from the top 2 candidates.
  - **a.** Search started during July 2022 where 6 bid/proposals had been received.
  - **b.** Over the next month, 4 of the companies were ruled out due to criteria requirements such as cost, availability, service provided, homeowner focused, communication, needs of our community, and feedback from other associations.
  - c. The top 2 candidates are First Coast Association Management of Jacksonville, and Priority Community Management of St Augustine
  - **d.** A slide presentation reviewed of the bid proposals from the top 2 candidates. (A copy of the slide presentation is included as an attachment to these minutes.)

### V. New Business:

- A. **Discussion of Association Management Company Bid/Proposals:** The board members discussed the top 2 proposals, and asked questions. No action would be taken on the bids at this meeting.
- B. Scott Clay raised the question as to the number of and size range of the HOA properties each of the candidates currently manage. Mike Krugman said he will find out that information and report back at the Thursday meeting. **Discussion was opened to the Owners attending:** Those attending were asked for their questions, comments, and

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concerns about the selection process and the bid proposals presented. The board listened and took note of the feedback. Questions raised were addressed by Mike Krugman, and the other board members. The open discussion session concluded when all attending had an opportunity to voice their concerns and ask questions related to the process.

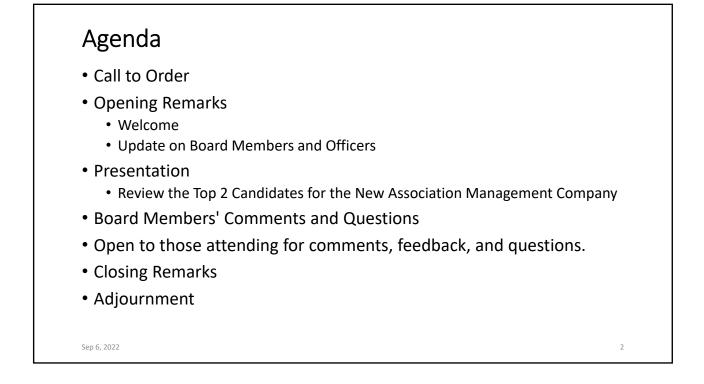
- C. Continued discussion of options to select new management company: Mike Krugman reported another virtual meeting is necessary this week to select the top candidate for replacement Association Management Company.
- VI. Closing Remarks Mike Krugman announced the next board meeting will be held in two days on September 8, 2022, at 7 PM. The meeting would be held virtually with options to join by video conferencing and voice call-in. A summary of the two top proposals will be presented and any outstanding questions will be answered. Following an opportunity for those attending to speak, the board would vote to select the top 1 candidate to proceed with the bid/contract clarification and finalization. A future board meeting will be held to present, discuss, and receive feedback on the finalized proposal before the board votes to accept/reject the contract for a replacement management company.

VIII. Meeting adjourned: 8:16pm

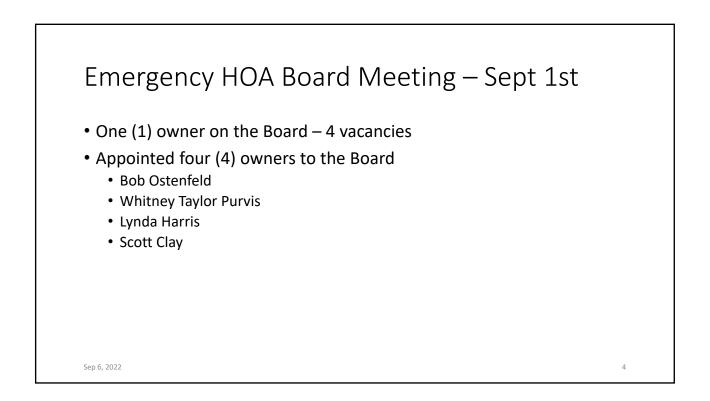
Signed

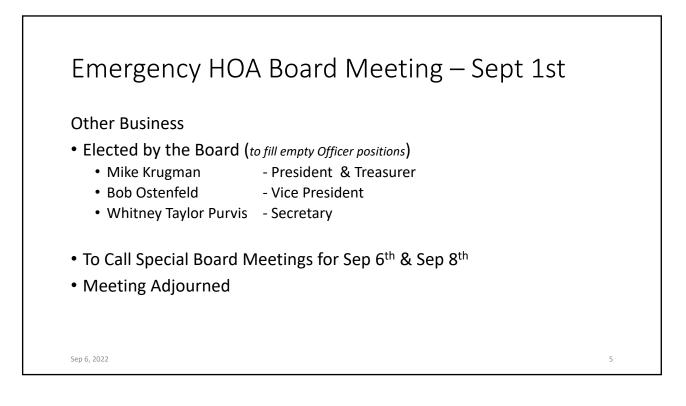
*Whitney Taylor-Purvis, Secretary September* 6, 2022 The Meadows at World Golf Village



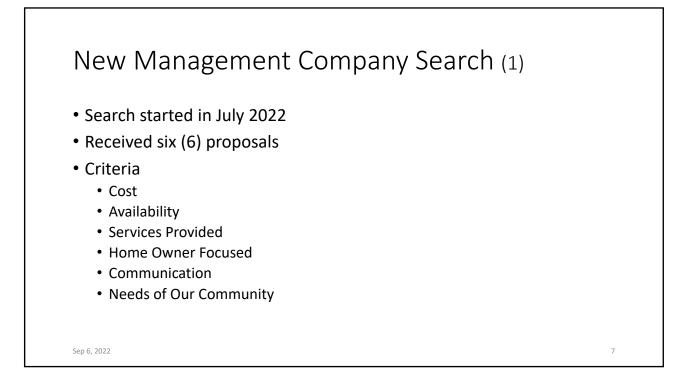


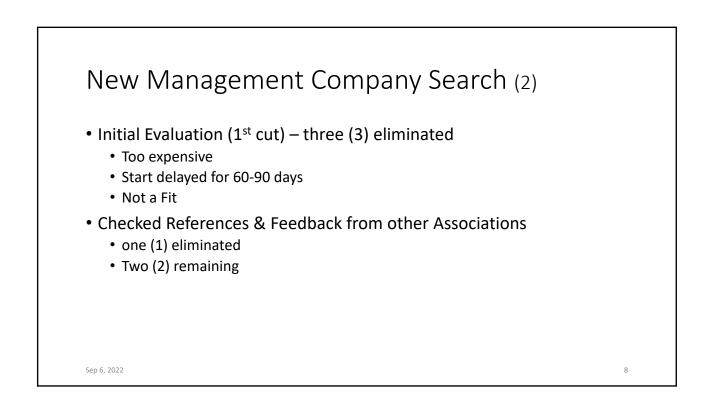


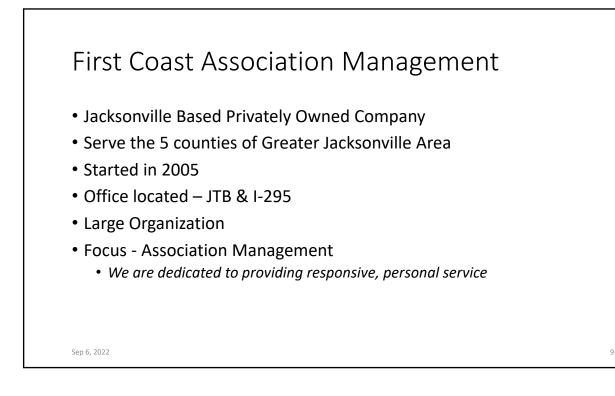


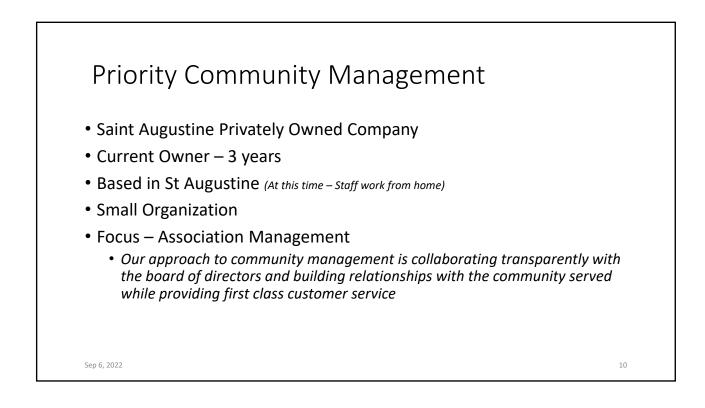


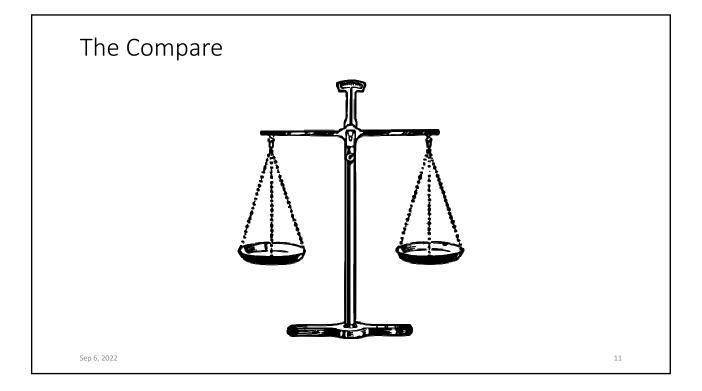












Priority Community	First Coast Association
\$2,200 (\$26,400)	\$2,400 (\$28,800)
1 year	2 year
Set yearly	3% yearly
\$750	\$1,000
4 per year	6 per year
12 per year	none
1 per year	1 per year
\$75/hour	\$75/hour
2 times per month	On a regular basis Frequency – Not Specified
	<ul> <li>\$2,200 (\$26,400)</li> <li>1 year</li> <li>Set yearly</li> <li>\$750</li> <li>4 per year</li> <li>12 per year</li> <li>1 per year</li> <li>\$75/hour</li> </ul>

Basic (2)	Priority Community	First Coast Association
Communication Response	Within 24-48 hours	Not specified
Availability by Phone	Regular business hours - M-F	Regular business hours - M-F
Annual Budget	Prepared by Agent	Recommended by Agent
Monthly Reports Available	Not specified	15 <sup>th</sup> -20 <sup>th</sup> of following month
Meeting Minutes	Included	N/A
Software Used	TOPS	TOPS
Termination w/o Cause	30 days prior to term expiration	60 days prior to term expiration
Termination with Cause	30 days w/2wk correct deficiency	60 days prior to term expiration
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Additional Fees (1)	Priority Community	First Coast Association
Delinquent Account Collection	Lien Preparation \$35	Per Schedule
Legal/Audit Support	Annual Audit support included	\$75/hour
Archive Record Storage	\$10/box/month	\$5.00/box (max \$50)/month
Electronic Storage	At Cost (no detail)	N/A
Welcome Package	\$12	N/A
Website & Portal Setup	At Cost	N/A
Website & Portal	At Cost	N/A
Management		

	First Coast Association
\$35 (undefined)	Per schedule
\$10	Per schedule
\$3.00 each	Per schedule
Meeting Prep included	Per schedule
Cost	Cost plus 25% for supplies
\$0.25	\$0.13
\$0.75	\$0.21
\$0.20	Per schedule
Cost	Per schedule
	\$10 \$3.00 each Meeting Prep included Cost \$0.25 \$0.75 \$0.20

Owner Fees	Priority Community	First Coast Association
ARC application fee	\$35 each (not explained)	No Application fee
Change of Ownership	Per schedule	Per schedule
Documents for Loans,	Per schedule	Per schedule
Mortgage		
Miscellaneous	Priority Community	First Coast Association
	Priority Community Not exceeding \$1,500	First Coast Association Not exceeding \$2,500

