



Windover Farms Community Association
P.O. Box 658
Titusville, FL 32781

Windover Farms Community Association Inc.

Board Meeting Minutes

Long Lake Recreation Area

6:30 p.m. Thursday June 6, 2019

I. Call the Meeting to Order

The meeting was called to order at 6:33 p.m. by Interim President Joyce Koyama

II. Roll Call

Board of Directors: Interim President Joyce Koyama, Treasurer Lonnie Koyama, Secretary Logan Anderson, Directors Bobby Jacobs and Vikki Jacobs

Absent: Director John “JC” Castro – work commitment

Vacant: One Board of Director position vacant, due to resignation at May 13, 2019 meeting.

Association Members: Glenn Bacala, Veronica Clifford, Chad Oman, Toni Toffel

III. Approval of Prior Meeting Minutes

Treasurer Lonnie Koyama made a motion, seconded by Director Vikki Jacobs, to approve the minutes from the April 30, 2019 meeting – ***motion carried***.

IV. Old Business

Revitalization – Interim President Joyce Koyama started the discussion by publicly thanking all those that have volunteered for their hard work so far on the WFCA’s revitalization effort.

- Only about 50 affidavits are needed
- Volunteers will head out into the WFCA area – weather permitting – on June 7, 8, 9 and 11.

V. Reports of Officers

Directors: Director Vikki Jacobs volunteered to help Director Castro with an issue relating to a member’s complaint about a tree that may be in distress and cause a hazard. First order of business is to find out who the tree belongs to – WFCA or the homeowner

- Secretary Anderson made a motion, seconded by Treasurer Lonnie Koyama, to get estimates to have the tree removed. If the tree belongs to the homeowner, the WFCA will share the estimates with them – ***motion carried***

Treasurer: Treasurer Lonnie Koyama said the WFCA has collected \$1,075 in voluntary fee donations – he attributed the influx of donations to the newsletter



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- He reported that about 40 newsletters were returned to the WFCA's P.O. Box. He verified all the addresses as being good and filed a complaint with the Postmaster about failed delivery.
 - o Member Toni Toffel said she understood from the local mail carrier that the WFCA could place items in Association members' mailboxes – 2 times per year
 - o Treasurer Koyama said he will find out for sure what the Association can do when it comes to placing items in mailboxes
- He also reported that the WFCA has \$104,000

Secretary: Secretary Logan Anderson reported that there were two estoppel requests – 2618 Quail Trail (not in the WFCA) and 7618 Windover Way

VI. WFCA Board Vacancy

The WFCA Board held a discussion on how to fill the vacant President position. Consensus was that Board would seek a nomination at the meeting to fill the vacant Board of Director Position, then the Board would nominate and vote on positions.

- Treasurer Lonnie Koyama made a motion, seconded by Director Bobby Jacobs, to nominate Toni Toffel to the Board of Directors – ***motion carried***
- Member Toffel accepted the nomination
- Treasurer Lonnie Koyama made a motion, seconded by Director Bobby Jacobs, to nominate Joyce Koyama as President and Toni Toffel as Vice President of the WFCA Board of Directors – ***motion carried***
- **Joyce Koyama is now President of the WFCA, Toni Toffel is now Vice President**

VII. New Business

- **Google Doc Activity Tracker** – President Koyama suggested that the WFCA Board of Directors adopt the use of a Google Document Form to track the activity and status of issues. The form would be loaded to a Google Drive file that the Board of Directors could access and fill out when they complete an action on behalf of the Board. The form would be a way for other members to see if an issue has been handled.
 - o President Joyce Koyama made a motion, seconded by Treasurer Lonnie Koyama, to adopt the form – ***motion carried***
 - o President Koyama will upload the file
- **Fence at Windover Trail entrance** – the WFCA Board discussed damage to the grass that occurs regularly at the Windover Farms' entrance and Historical marker at Windover Trail.
 - o Secretary Logan Anderson made a motion, seconded by President Joyce Koyama, to seek information about a fence that could impede people from driving on the grass there – ***motion carried***
 - o Director Bobby Jacobs said he could assist with this issue



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- **Ideas for Park/Neighborhood activities** – The WFCA Board discussed ways to build community and utilize the Long Lake Recreation Area. The Board agreed and supported the effort.
 - o Ideas included
 - Summer Potluck Picnic - TBA
 - Tennis and Racquetball Club
 - Adding a “Little Library” – Jessica Reed
 - Creating a Senior Activity Club with daytime activities and exercise classes for seniors – Laura Riggs
 - Windover Farms Artisan Show
 - Trivia Game Night at the Pavilion – TBA – Logan Anderson
 - o Garden Club/project – Secretary Anderson reported that there was some positive feedback from a query made on the Nextdoor App about forming a Windover Farms Garden Club or creating a garden at Long Lake Park, an information meeting will be held soon - TBA
 - o Discussion was had about insurance needs for events at the park – Treasurer Lonnie Koyama will investigate this issue
 - o Discussion was had about the possibility of the WFCA holding a fundraiser to offset the cost of activities and materials – Secretary Logan Anderson will explore this issue
 - o Plans will continue at next meeting

IX. Member Comment Period

Veronica Clifford discussed best practices for the revitalization effort moving forward. She has already done a lot of work and is expecting signed affidavits in the mail. She will share the information with the Board.

Chad Omen asked, what could stop the revitalization effort prompting a discussion about the process and the WFCA’s attorneys. Member Clifford suggested getting a legal update on the process in writing.

X. Adjournment

The meeting was adjourned at 7:50 p.m.

SIGN IN SHEET ATTACHED BELOW



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