

Windover Farms Community Association Board Meeting

Date: November 18, 2013

Location: Long Lake Park Pavilion

Notice of meeting posted at HOA entrances and on website at least 48 hours prior to meeting.

Members present:

Dan Sharp
Juan Riquelme
Joe Dinicola
Harry Prussner
Nancy Hampson

Members absent: None

With a quorum present Meeting called to order at 7pm by Dan Sharp, President.

Business: (old business and new business)

1. **Secretary-Treasurer:** Joe Dinicola announced his resignation as Secretary-Treasurer effective immediately. Nancy Hampson was nominated and unanimously elected to serve as Secretary-Treasurer until the next annual meeting
2. **Approval of prior minutes:** Minutes from the meeting on May 9, 2013 were unanimously approved without modification.
3. **Approval of Treasurer's Report.** Report as prepared by Accountant for year to date report ended October 2013 was reviewed by the Board and approved.
4. **President:** Resignation of Dan Sharp as president effective immediately. Juan Riquelme was nominated and unanimously elected to serve as President until the next annual meeting.
5. **Vice –President:** Harry Prussner was nominated and unanimously elected to replace Juan Riquelme in the position of Vice-President until the next annual meeting.
6. **Annual Budget for 2014:** The board members reviewed the budget as prepared by Joe Dinicola prior to his resignation as Secretary Treasurer and unanimously approved the budget without modification.
7. **Registration of HOA as required by Florida Statute Changes:** It was agreed that Juan Riquelme would look after the online registration of the Association with the Florida DBPR, which needs to be completed this week.
8. **Certification of new Directors:** In accordance with the new Florida regulations, all new directors must now attend a course on HOA management or certify, in writing to the Board, their knowledge of the HOA's CCR's and By-Laws. Nancy Hampson will look into these requirements and prepare a proper certificate to be signed by new board members and kept on file.

9. **Property Insurance:** The board members discussed property insurance for the HOA buildings and agreed it would be prudent to obtain such insurance, particularly fire insurance. Nancy will contact Edens Insurance and ask Matt to reconfirm the proposal from last summer.
10. **Annual Meeting:** the 2014 meeting will be held Feb 4 2014 at 7 pm. Nancy will try to secure Hampton Inn again or arrange for appropriate facilities.
11. **Newsletter and Notice of Annual Meeting:** Nancy will prepare draft newsletter and email it to Juan for completion. Once winners of Christmas Decoration Contest have been determined, newsletter can be completed for mailing. Juan and Harry will look after judging of the Christmas decorations. Juan will look after getting newsletter to printer.

Adjournment

Meeting adjourned at 8:20 p.m. by Juan Riquelme, President.

Recorded by N Hampson
Secretary-Treasurer