

MEETING AGENDA

CONVENE MEETING

State TIME and DATE January 16, 2024
State PLACE held: Northdale Recreation Center

State those present and titles:
Mary Ellen Kilbride – President
Mike Williams – Vice President
Bill Guerra- Treasurer
Ann Williams – Secretary
Karen Emberton – Trustee
Kathy Moran – Trustee
Kim Humphries - Trustee

Monique Dailey-Manager

State QUORUM or NOT

Ask for approval of MINUTES OF LAST MEETING(S)
Last meeting October 17, 2023, no meeting minutes November 21, 2023, December 19, 2023
INQUIRE IF ANY CHANGES NEEDED

Motion from trustee to accept minutes
Second required
Vote on motion by all trustees and numbers announced

ASK FOR TREASURER'S REPORT – October 2023, November 2023, December 2023

Questions or corrections?

Motion to accept reports for October 2023, November 2023 and December 2023
Second required
Call for vote and announce results

OLD BUSINESS TO CONSIDER (Items discussed at previous meetings)

- Update on existing work orders with the County. – from Mary Ellen and Karen
- Feedback from Public Works Academy attended by Karen, Mary Ellen and Monique
- Update on process to increase annual assessment
- Refund check received from Southern Aquatic- deposited 10/24/23
- Annual bank account form received and submitted to the state
- Ryan Boyer of RLC Landscaping attended the October meeting and the Board discussed their concerns with him. He told us of his ongoing effort to bring their work up to the standard we expected.
- Wall cleaning, repairing, and painting was completed by 10/23/23. Mary Ellen and Rocky looked at the 4 places which still need additional work on 11/9/23. We retained 5% of the total cost and will pay the balance when those 4 areas are completed.

Discussed painting the inside of the wall with Rocky. Punch list items were started on 12/6/2023. Most areas have been completed, except two areas on the short wall from N. Lakeview to Russett. There are two areas where white patches have been applied and not yet painted.

- Department of Economic Opportunity form and check for \$175 was completed and mailed on November 10, 2023
- 6 meeting signs were completed by Carrollwood Copy Center and picked up on 10/30/23. They will be put out on January 14 for the meeting on January 16, 2024
- We have received our copy of the audit and are waiting for it to be posted on the LOGER system for the state of Florida. It was sent to the county around November 16, 2023.
- Received acknowledgement that the County Commission approved our FY 2024 budget on November 1, 2023
- Christmas decorating at the entrance sign was completed December 1, 2023 with Mike, Ann, Kathy, Karen, and Mary Ellen helping. Decorations will be removed on January 10, 2024. It was delayed due to rain forecasted for the original date of January 4, 2024.
- Any suggestions for another Board member?

NEW BUSINESS TO CONSIDER

- Received bond certificate valid through November 8, 2024
- Records destruction form due by 12/31/23 – Mary Ellen completed the form and emailed it on December 11, 2023
- Email from Mary Mahoney on 1/8/2024 stating that the Financial Disclosure form remains the same (Form 1) for our Board members. However, the forms will now be emailed to us and completed by us on line rather than a mailed version. This should happen in June 2024.
- Feedback from Florida friendly landscape Zoom meeting on January 16, 2024 if anyone was able to attend.
- Any phone calls of importance to the hotline?

Next meeting is scheduled for February 20, 2024

All issues should be discussed, motions proposed if actions are necessary, seconds required and then voted on by Board. Results announced.

When done with new business, President entertains motion to adjourn meeting. Second required, and vote. Time of meeting end is stated for record. **Time ending.....**