

MEETING MINUTES

ADMIN MEETING

Date: November 9th

Time: 4:00 PM

Meeting called to order by: Heather Mosca

IN ATTENDANCE

- Heather Mosca
- Jeff Diana
- Rafael Toledo, Jr
- Richardo Cook

APPROVAL OF MINUTES

The minutes were read from the October 1, 2023, meeting and approved.

REPORTS

Old Business:

- Ricardo provided the board with the RFB from several lawn services. Upon review and discussion among all the board members it was decided that we would accept the RFB from Diamond Landscape Solutions. They provided the best proposal based on our requirements along with a copy of their license and insurance for a \$1M liability policy. The monthly rate is \$150.00.
- Jeff reported that he contacted the City of Deltona Traffic Engineering, and it was determined that the platted easement at the end of Steeplechase Lane is still active, and it is common land belonging to the HOA. This area will still need to be maintained by the HOA and it was included in the service contract with Diamond Landscape Solutions.
- Rafael reported on the option of using solar lighting in the front entrance. Based on the review of the current lighting status, it was determined that we would obtain an RFB from several electrical landscape lighting and water irrigation companies for review in our next meeting.

- Ricardo reported on the status of the liability insurance quote for the front entrance walls. He contacted Auto Owner's Insurance and provided photos of both front walls (front and back) and we are waiting for them to respond with a quote.
- Heather reported that the HOA is registered with the City of Deltona.
- Jeff reported on the City Council meeting being cancelled regarding the water and sewer issue. Jeff did speak with the Major of the City and advised him of our concerns and the opportunity to speak at the next meeting when it's rescheduled.

NEW BUSINESS

- Discussion was held regarding the current software or method being used to keep track of our finances. Ricardo reported that he has been just using an Excel spreadsheet to maintain our financial records. It was discussed and agreed that we would obtain a more stable financial system instead. This assignment was designated to Rafael and Ricardo.
- An inquiry was made regarding the status of the required Federal Tax Returns for the HOA. According to Ricardo, he has no record but stated that he would obtain the records from the previous board (Tony Figueredo) and report back at the next meeting.
- Ricardo was given the assignment to file the Amended Annual Report with the Florida Secretary of State, Division of Corporations to list the current officers.
- It was agreed that the proposed block party would be placed on hold pending feedback from the total membership. A later date will be determined after we get the feedback.
- It was agreed that the annual membership meeting will be held on 2/18/24 at the Deltona Library. The time will be determined once we get the approval from the library.
- The topic of the required quorum for a membership meeting was also discussed and verified at 30% of the membership. This is in accordance with Section 720.306 (1) (a), Florida State Statutes.

NEXT MEETING

The next meeting will be held after the Thanksgiving Holiday.

Motion to adjourn was made at 6PM and was passed unanimously.