

Devonshire Neighborhood Homeowners Association, Inc.

Board of Directors Meeting

Minutes – February 27, 2018

1) **Establish a Quorum**

Present were Phyllis Ledbetter, Dick Callahan, Mike Stich, Paul Hannon and Ron Wetmore. Barbara Rights represented Sentry Management.

2) **Call Meeting to Order**

The meeting was called to order at 4:30 p.m. by Mr. Callahan.

3) **Pledge of Allegiance**

Was led by Mike Stich.

4) **Proof of Notice**

Meeting notice was posted according to Florida Statutes at least 48 hours prior to the meeting.

5) **Approval of Minutes**

Mr. Hannon motioned to ratify the email motion to approve January 23, 2018 minutes; seconded by Mr. Wetmore, carried unanimously.

6) **Reports**

a) **Financial Report**

Ms. Ledbetter delivered the financial summary for January 2018 (attached).

a) **Manager Report**

- Accounts receivable were reviewed. Lot 3, remains arrear by past balance.
- Property inspections focused on spring clean-up.

b) **Committee Reports:**

• **Architectural**

Mr. Whaley reported the Master is reviewing language for garage door vents on the lower panel and glass inserts for the top panel. He noted a Devonshire resident had presented an ARC application, which was denied, using an alternative rubber/polymer material for driveway expansion fill. The Master may be reviewing this item once more in their next meeting. Ms. Topel added information as well.

• **Welcome**

Ms. Ledbetter noted “no new owners” at this time.

- **Neighborhood watch**

Ms. Ledbetter reported Vial of life containers are no longer available free of charge; however she was selected to receive an allotment of 100 vials in first quarter of 2018 must obtain stickers from the Sheriffs' office for them before distribution. All residents are asked to update their medical and contact information, plus add a local contact as well..

- **Master Board – Mr. Ascolese:**

- Mr. Ascolese reviewed items to be discussed at tomorrow's Master Associations meeting. He announced he was voted as Treasurer for the Master Board once again. Master financial summary revealed both clubhouse and homeowner budgets ended on a positive note in 2017. Current tasks at hand are project planning, review of funds available as short term and long term goals are set. Irrigation maintenance and repair remain a main topic.

- **Communication via Webpage**

Les Stroup reported the webpage had 546 viewer hits in February 2018, an increase of 37 from January.

- **Disaster**

Ms.Topel has no reports at this time.

- **Landscaping / Irrigation –**

Mr. Stich noted that Down to Earth was asked to focus on clean up and trimming. He further mentioned we may see lighter staff than usual due to the flu, however Down to Earth is accomplishing all tasks with increased hours if needed. Discussion regarding mulch followed as many asked the type to be installed, when it will be installed and if an owner may opt out of mulch installation. All items were addressed. Mulch is to be installed in April, recommendation was made to use the webpage and work order sign up for those who wish to opt out or specify nuggets over cypress type mulch. Some details are still to be worked out before this item is posted on the association webpage.

7) **Old Business**

None

8) **New Business**

- a) **Road Project**

Mr. Wetmore recapped information obtained from Civil engineer, Highland Engineering Inc.; Jefferey Banker answered many questions during a scheduled and posted workshop on road work last week. His service offer includes drafting bid specifications detailing application techniques and material types based on current road conditions and needs. The bid outline will allow for a more precise pricing based on Devonshire's needs. Updated pricing is needed to allow for proper modification of reserve contributions over the next years. **Motion** by Mr. Wetmore to accept the Civil Engineer

review and report at a cost of \$4,500.00, which is to be paid from reserves, seconded by Mr. Stich, approved by all.

b) **Tree Purchase**

Mr. Callahan reported 6 trees need to be replaced and oak trees have been located at a local nursery for a cost of \$300.00 each. Discussion followed. **Motion by** Mr. Wetmore to purchase 6 oak trees at a cost of \$300.00 each, including delivery and installation from Landscape Creations; seconded by Mr. Hannon, approved by all.

Residents noted they preferred Laurel Oaks since they do not have acorns like other Oak types.

- c) **Tree removal request by owner** – Mr. Callahan reported 3619 Kingswood court wishes to remove the Oak tree that is located in their front yard only 6.5 feet from their house due to possible damage to the home. The owner offered to pay for the removal of the large oak tree and the Association would handle planting the replacement tree towards the roadway. Mr. Callahan stated the Association should pay to replace the tree while planting the others at a cost of \$300.00 and place it in the easement area at the road. Discussion followed. **Motion by** Mr. Hannon to plant an oak tree in the easement at Association cost, while the owner arranges and pays for the removal of the oak tree near their home; seconded by Ms. Stich, approved by all.

9) Open Forum

- Ms. Larke announced the Devonshire Dames will meet March 22, 2019 at 10:30am at McAllister's Deli and may visit the Winery afterward.
- Question - any sod replacement forthcoming? Especially in areas where grass died from storm debris placement. Reminder was made of the sod moratorium. Discussion followed.

10) Date for Next Meeting

The next meeting is the Annual Members meeting scheduled for March 27, 2018 at 3:30 pm, doors open at 3:00 pm for sign in and will be held in the Broadway Room.

11) Adjournment

Motion by Mr. Hannon to adjourn at 5:40pm, no second needed.

Respectfully submitted,
Barbara Rights, LCAM
Licensed Association Manager

Board Approved: _____