**BOARD OF DIRECTOR’S MEETING**

 **DATE**: 10/17/2023

 **TIME:** 4:00 PM

 **LOCATION:** Broadway Room - Kings Ridge Clubhouse

 1900 Kings Ridge Blvd., Clermont, FL 34711

**Minutes**

1. **CALL TO ORDER**: The meeting was called to Order at 4:00 pm by Todd Denny.
2. **ESTABLISH QUORUM**: Quorum of the board was established with: Todd Denny, Paul Hannon, Jack Payne, John Huey and Brack Leaberry in attendance. Morgan Skrabalak representing Leland Management was also present.
3. **APPROVAL OF THE MINUTES:**
* A motion to approve the September 19, 2023 meeting minutes was made:
	+ *Motion - Paul Hannon*
	+ *Second- Brack Leaberry*
	+ *All in Favor – none Opposed Motion Passes*
1. **REPORTS**:
	* **Manager’s Report** – Morgan Skrabalak
		1. *Board of Director’s Meeting – September 19th*
		2. *Community Inspection – September14th*
		3. *There were zero resales recorded for the month of September*
* A motion was made to follow Mr. Leaberry’s email recommendations for sending the appropriate violation communications in response to the October inspection by the Property Manager:
	+ *Motion- Paul Hannon*
	+ *Second- John Huey*
	+ *All in Favor – none Opposed Motion Passes*
	+ **Financial Report** –Paul Hannon

Mr. Hannon provided an overview on the neighborhood financials. The YTD financials are running at a deficit due to increased landscaping expenses, however, the deficit is less than what was anticipated.

* + 1. *Total Assets - $140,648.12*
		2. *Reserves Total (as of 09/30/23)- $109,959.01*
		3. *Total Expenses (YTD) – $169,849.71*
1. **COMMITTEES:**
* Landscaping (Mr. Leaberry): Mr. Leaberry met with Down to Earth this morning. Winter schedule for mowing will begin 10/18/23 (every other week mowing). The monthly irrigation inspection took place today. There were two incidents to damaged property. DTE was quick to respond and take corrective action. If there are any emergencies, please contact the front office or Mr. Leaberry directly.
* Architectural (Mr. Leaberry): One application submitted this past month. Mr. Leaberry reminded residents to keep their exterior property clean and in good condition. Only three items are permitted to be placed in the front yard. Please contact Mr. Leaberry for assistance on how to complete an ACC application.
* Neighborhood Welcome/Watch (Ms. Larke): There were no new homeowners to welcome this past month. Ms. Larke reminded residents to update and complete their contact form. Once contact forms are completed, residents can place them in their media boxes for pick up by their assigned Captain.
* Master Board/Clubhouse Representative (Mr. Hannon): There were new ACC guidelines approved by the board at the September meeting. There was also a traffic speed sign detector approved for purchase by the board at their August meeting. It is for the main roadways in Kings Ridge and will not be placed on any neighborhood roads. The final budget meeting for the Master association is scheduled for October 25th. Residents can anticipate a monthly increase.
* Community Webpage (Mr. Zarcone): There were 322 hits in September.
* DAMES (Ms. Larke): The next Ladies’ Luncheon is scheduled for January 15th at 11:15 AM at Cantinas Mexican Kitchen. The Devonshire Holiday Social will be held on December 9th from 2PM – 4PM at the driveway of 3625 Kingswood Ct. The Callahan’s Fond Farewell will take place December 30th from 10AM – 1 PM at the Clubhouse
* **NEW BUSINESS:**
	+ **2024 BUDGET AND 2024 ASSESSMENT APPROVAL**
* A motion to approve the 2024 Budget as presented along with the approval of the 2024 monthly Assessments ($223.00) was made:
	+ *Motion - Paul Hannon*
	+ *Second- Brack Leaberry*
	+ *All in Favor – none Opposed Motion Passes*
	+ **APPOINTMENT TO SECRETARY POSITION**
* A motion to appoint John Huey as Secretary for Devonshire Neighborhood was made:
	+ *Motion - Paul Hannon*
	+ *Second- Jack Payne*
	+ *All in favor - none Opposed Motion Passes*
	+ **MRTA DOCUMENT REVIEW AND NEXT STEPS**
* No action taken. CAM will email Association Attorney to request next steps.
	+ **KINGS RIDGE CA ANNUAL MEETING VOTING REPRESENTATIVES**
* A motion to elect the President (Todd Denny), Vice President (Jack Payne), and Secretary (John Huey) to represent Devonshire Neighborhood at the Master Association Annual Meeting was made:
	+ *Motion - Paul Hannon*
	+ *Second- John Huey*
	+ *All in favor - none Opposed Motion Passes*
	+ **DEVONSHIRE NEIGHBORHOOD MASTER BOARD REPRESENTATIVE**
* A motion to nominate Paul Hannon has the Master Board representative for Devonshire Neighborhood was made:
	+ *Motion - John Huey*
	+ *Second- Jack Payne*
	+ *All in favor - none Opposed Motion Passes*
1. **ADJOURMENT:**
* A motion to adjourn the meeting at 5:05 PM was made:
	+ *Motion - Paul Hannon*
	+ *Second- Brack Leaberry*
	+ *All in Favor – none Opposed Motion Passes*

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Director Date

Minutes were prepared by Morgan Skrabalak – Licensed Community Association Manager