

**Devonshire Neighborhood Homeowners Association, Inc.**  
**Board of Directors Meeting**  
**January 28, 2020 – 4:30pm**

**1) Establish a Quorum**

Present were Phyllis Ledbetter, Mike Stich, Paul Hannon, Ron Wetmore and Lynn Topel. Barbara Rights and Marlene Belcher represented Sentry Management.

**2) Call Meeting to Order**

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

**3) Proof of Notice**

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

**Pledge of Allegiance** led by Mr. Zarcone.

**4) Approval of Minutes**

Mr. Wetmore motioned to approve November 26, 2019 minutes; seconded by Ms. Topel, carried unanimously.

**5) Reports**

**a) Manager Report**

- Accounts receivable were reviewed. Lot 3 status remains the same in mortgage foreclosure.
- Highlights of 2019 expenses were delivered.
- Coupon and assessment posting delays were discussed.

**b) Financial Report**

Ms. Ledbetter delivered the financial summary for December 2019 (attached).

Mr. Hannon delivered a brief recap of recent negotiation results:

- 2020 assessments have remained the same as 2019, because the Association has been good Stewards of funds and spending. Reserve funds have been placed in interest bearing accounts which contributed some as well. Financial details were reviewed.
- Road overlay project came in on budget and reserve funds were in place.
- Down to Earth land care contract negotiations occurred. Mr. Hannon reported he was able to obtain the following commitment: Jan. 1, 2022 1% increase, Jan. 1, 2023 another 1% increase, no increase in 2020 and 2021.
- Spectrum bulk service agreement will end 2021 and for now it appears the 5 neighborhoods using Spectrum will negotiate another bulk service agreement.
- Upcoming paint project was negotiated and committed at \$1,400.0 a home with an anticipated start date of April 2021.
- Other expenses for which reserves are being collected is road coating.

- Another success was the collection of \$12,300.00 from the Master association for reimbursement of road grate repairs. Devonshire set a standard with this item for all communities within Kings Ridge.

### c) **Committee Reports**

- Landscaping  
Mike Stich reported fertilization and weed control were applied this month and the plan is to start more leaf removal next month. Owner discussion followed. It was agreed application schedules are to be shared via email notification prior to application.
- Architectural  
Mr. Whaley – Not present for report.
- Welcome  
Ms. Ledbetter reported we have some new residents; however, she has not made contact yet, awaiting their actual move in.
- Neighborhood watch  
Ms. Ledbetter reported speeding remains an issue and she asked residents slow down.
- Master Board  
Mr. Hannon reported Mr. Ascolese will not continue on the master board as announced at the past Annual meeting. Mike Stich will be continuing on this committee. Mr. Ascolese may remain involved with the financial committee.  
The Board expressed their gratitude for all of Rich Ascolese’s work in past years.
- Webmaster  
Mr. Zarcone reported 127 hits last month. Mr. Zarcone requested articles or input to add to the webpage.
- Social Committee  
Ms. Barr – No report submitted. Reminder: next social event is Potluck dinner on February 21, 2020 at the clubhouse starting at 5pm.
- Disaster  
Ms. Topel stated – None to report.
- Dames  
Ms. Larke – last event had a great turnout. The next item planned is a gathering at Cracker Barrel on March 19, 2020 at 11am.

### 6) **Old Business**

#### Collection Policy

Mr. Hannon reminded all - of Sentry’s addition of a “Kinder Letter” which can be used prior to any Intent to Lien letters being sent out. ITL letters carry a much higher cost to the owner, so the Kinder letter allows for one additional reminder. Discussion followed. Motion by Ron Wetmore to adopt “the Kinder Letter” into Devonshire’s collections policy; seconded by Mike Stich, approved unanimously.

### 7) **New Business**

#### a) Land care contract with Down to Earth

Motion by Lynn Topel to approve the contract extension until January 1, 2024, as negotiated by Paul Hannon; seconded by Mike Stich, approved unanimously. Mulch will be discussed in April.

b) Reserve Investments

As reported above, reserve funds are currently in a 2% earning MM account with Iberia, which is a higher yield than most CD's generate at this time. Mr. Stich made a motion to maintain the money market as is, which was seconded by Mr. Wetmore and carried with a unanimous voice vote.

c) Tree Trimming Estimates

Ms. Topel reported some bids were received and some are outstanding. She also wishes to research one of the vendors more. Some general discussion followed with owners who ask where responsibilities fall. Consensus on front easement tree is, owner must apply for any removal, HOA will remove, owner must replant tree. This discussion was tabled until next month.

d) Proposed March 28, 2020 Community Yard Sale Participation – Ms. Topel made a motion that the neighborhood participate in the community garage sale, which was seconded by Mr. Stich and carried with a unanimous voice vote.

e) Upcoming Annual Meeting on March 24<sup>th</sup> – Mr. Hannon announced that Ms. Ledbetter's and Mr. Wetmore's terms were expiring in March. Please give consideration to serving on the Board. More discussion next month.

f) Christmas Decorations/Lighting -Decisions will have to be made on how to decorate and who will do it later in the year.

**8) Open Forum**

- Application to enclose a rear porch was approved by the NARC and denied by the Master. Homeowners were not sure how to proceed to get this discussion on the Master agenda. Ms. Topel will assist the homeowners in doing so.
- Accolades for a job well done were given to Paul and Ron for their part in the Road Project.

**9) Date for Next Meeting**

Next meeting will be held February 25, 2020 at 4:30pm.

**10)Adjournment:** Motion to adjourn was made by Mr. Wetmore at 6:08 pm. Ms. Ledbetter seconded the motion, which carried with a unanimous voice vote.

Respectfully submitted,  
Barbara Rights, CAM  
Marlene Belcher, CAM

Board Approved: \_\_\_\_\_