

**Devonshire Neighborhood Homeowners Association, Inc.**  
**Board of Directors Meeting**  
**February 25, 2020 – 4:30pm**

**1) Establish a Quorum**

Present were Phyllis Ledbetter, Mike Stich, Paul Hannon, Ron Wetmore and Lynn Topel.  
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 made a motion to approve the January 28, 2020 minutes; as written, which was seconded by Ms. Topel and carried with a unanimous voice vote.

**5) Reports**

**a) Manager Report**

- Assessment Management Policy Worksheet was reviewed. Board agreed that when two months of assessment fees are delinquent, the kinder letter should be sent before sending the Intent to Lien letter. Payment Plan options will be decided if it comes up on an individual basis. Mr. Wetmore asked if it was possible to garnish wages to collect fees. Mr. Hannon stated that if it was possible, he was sure the Master Association would have tried to do it.
- Site Visit was conducted on February 20<sup>th</sup> with Ms. Rights. There were numerous mailboxes that needed cleaning and a few driveways needed power washing. Ms. Belcher asked who was responsible for trimming bushes around the mailbox. Since these were not original plantings, it would be the homeowners' responsibility not the landscaper, but they may trim them. Letters will be sent to homeowners if these bushes are not trimmed next month.
- Money Market and CD rates will be monitored closely to possibly combine Money Market accounts.
- Stipulation of Purchase was submitted for 3657 Kingswood Ct.

**b) Financial Report**

Ms. Ledbetter reported Operating Cash in Bank at \$42,699.11 with Reserves at \$88,060.87. Current Period Expenses of \$18,217.83 exceeded Income of \$18,185.55 by \$32.28.

**c) Committee Reports**

➤ Landscaping

Mike Stich reported that Down to Earth were "bagging leaves like crazy." Mowing is still being done every other week. There have been very few work orders.

➤ Architectural

Mr. Whaley – Not present for report. Ms. Topel did remind residents that perennial plantings do not need an approved architectural application. There has also been some controversy about artificial wreaths on front doors.

➤ Welcome

Ms. Ledbetter reported that she is still trying to make contact with three new homeowners. She will keep trying.

➤ Neighborhood Watch

Ms. Ledbetter asked that block captains keep bios current and that homeowners should update vials in their refrigerator with any new prescription information. She does have empty vials.

➤ Master Board

Mr. Stich reported that a 40 ft gazebo will be up for discussion for the first time at tomorrow's Master Meeting. He also mentioned that Master meeting updates were like a month behind since the Master meets the day after the Devonshire meeting. He asked if it was possible that the meeting day and even the time (earlier) of Devonshire's meeting could be changed. Mr. Hannon stated that it will be looked into – many factors would have to be considered.

Webmaster

Mr. Zarccone reported that last month was good with 410 hits.

Social Committee

Potluck dinner on February 21, 2020 at the clubhouse was a huge success. Good food and good times were had by all. Ms. Barr reported an influx of donations-a better time next year!

➤ Disaster

Ms. Topel – None to report.

➤ Dames

Ms. Larke – The next item planned is a gathering at Cracker Barrel on March 19, 2020 at 11am.

## 6) Old Business

A. Land Care Contract with Down to Earth – no issues reported

B. Tree Trimming Vendor.

Mr. Hannon stated that DWC is currently in Aberdeen and they are extremely pleased. SouthLake Tree's bid was close to DWC, but they are very busy. Ms. Topel made a motion to approve the \$6,250 bid submitted by DWC to trim the trees ASAP. Mr. Stich seconded the motion, which carried with a unanimous voice vote. This should be done before the mulch is installed.

C. Annual Meeting- Mr. Hannon explained that there were two terms expiring – Ms. Ledbetter and Mr. Wetmore. Both will be running for another term (3 years). Intent to Be A Candidate Sheet will be included in the Annual Meeting Notice mailing. Meeting will start at 3:30. Doors open at 3:00 pm.

## 7) New Business

A. Tree Policy

Devonshire has taken responsibility for trees that are 10 feet more or less from the edge of the roadway (front and side). This policy allows the homeowner to submit an application to remove and replace, at the homeowner's expense, a 'front' canopy tree that has been identified as the Association's responsibility. The number and location of trees that may be removed will be at the sole discretion of the Devonshire Board of Directors.

Ms. Topel made a motion to adopt the policy, which was seconded by Ms. Ledbetter and carried with a unanimous voice vote.

B. Mulch

Decision will have to be made as to what type (bark or shredded) will be installed.

**8) Open Forum**

**9) Date for Next Meeting**

Next meeting will be held March 24, 2020 at 3:30pm.

**10)Adjournment:** Motion to adjourn was made by Mr. Wetmore at 5:30 pm. Mr. Stich seconded the motion, which carried with a unanimous voice vote.

Respectfully submitted,  
Marlene Belcher, CAM

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