

# Devonshire Neighborhood Homeowners Association, Inc.

## Board of Directors Meeting

September 24, 2019 – 4:30pm

### 1) Establish a Quorum

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

### 2) Call Meeting to Order

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

Paul Hannon took a moment to thank several residents for their work over the Summer.

- a) Rich Ascolese for assuring that electrical feed at Devonshire's monuments were in place to allow for décor to be lit.
- b) Thank you to Sandy Swingle and Ms. Barr for continued décor placement.
- c) Thank you to Frank Zarcone, Mike Whaley, Phyllis Ledbetter, Les Stroup, Lynn Topel and Kathie Larke for their service during Dorian.
- d) The street sign post at Cardigan and Kingswood Crt was leaning due to rotten interior wood support. Thank you to Mike Stich and Frank Zarcone for handling this item.

### 4) Approval of Minutes

Mr. Stich motioned to approve May 28, 2019 minutes with noted correction mentioned by Ms. Topel; seconded by Ms. Ledbetter, carried unanimously.

### 5) Reports

#### a) Manager Report

- Accounts receivable were reviewed. Lot 3 status remains the same in mortgage foreclosure. Board asked about Lot 3 payments, last payment date was confirmed.

#### b) Financial Report

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

#### c) Committee Reports

##### ➤ Landscaping

Mike Stich reported there was not much activity over the summer, any work orders submitted were taken care of quickly.

Paul Hannon announced – Master called arborists to review the trees in the common areas. An arborist offered to review association trees. Ms. Topel has reached out to the arborist to see if they will honor the \$250.00 review quote. They would come into Devonshire and review status of trees.

➤ Architectural

Mr. Whaley announced guideline 2.5 regarding front porch décor was revised last month. He encourages all to review the guideline. Tomorrow the Master will review types of trees permitted within Kings Ridge.

Question arose: what are the deadlines for décor placement and removal.

Answer: Please review guideline 2.8 for details.

➤ Welcome

Ms. Ledbetter greeted one new resident and announced the revised Devonshire Welcome package is being distributed to new commers.

➤ Neighborhood watch

Ms. Ledbetter extended A HUGE Thank You to all of her block captains, who truly stood up to the task during Dorians' approach.

➤ Master Board

Mr. Ascolese reported on master financials, noting both budgets are in the positive. He reported tomorrow's master meeting will include the 2020 budget review and as of right now, he anticipates a \$3.00 increase on the HOA side, but no increase on the clubhouse side. Several projects, for which the funds have been allotted, are delayed due to poor or no vendor response.

Mr. Ascolese urges all to attend the meeting tomorrow or review notes on the website. Another pending item – gates. The current equipment is obsolete and parts are no longer available. Replacement will start with the Hancock gates first.

One last item - he most likely will not seek another term on the master board, but may remain on the financial advisory committee.

➤ Webmaster

Mr. Zarcone reported 154 hits last month and believes hits will increase again as snowbirds return to Clermont.

➤ Social Committee

Ms. Barr was not present – Mr. Hannon reported on her behalf: the next scheduled event is the Pot Luck set for February 21, 2020. Details will be distributed closer to the event.

➤ Disaster

Ms. Topel reported "Thank God" there is nothing to report, as Dorian turned away. Display notices were not distributed and are available for future events if needed.

➤ Dames

Ms. Larke - noted a Tea is scheduled for this Saturday and all tickets have been sold. The next event will be end of October, announcements will be made at a later date.

**6) Old Business**

Road start update

Mr. Wetmore submitted a written report which included updates on the upcoming road overlay project. (Included for review) Mr. Wetmore recapped the process and the sequence of work to occur. Several residents posed questions, which Mr. Wetmore answered. Notices via flyers and emails will be sent to residents prior to start up.

Start up is set for the week of October 14, 2019 to October 18, 2019. Please read included report regarding deliveries, mail and trash service.

**7) New Business**

- a) CPA Engagement for 2019 – Motion by Ms. Topel to accept the engagement offer extended by Michalak at a reduced cost of \$850.00 for 2019 end of year; seconded by Mr. Stich, approved by all.
- b) Liability Insurance Renewal at \$404.00 – Motion by Ms. Topel to ratify the insurance renewal of Devonshire's liability coverage at a cost of \$404.00, same as year before; seconded by Mr. Stich, approved by all.
- c) Property / Crime Coverage waiver – Question arose why said coverages were not needed. Management, the same question was answered by Lou Byron the day before. Mr. Byron is an insurance broker who has handled association coverage for almost 40 years. Devonshire does not hold deed to any property, nor does it have direct access to the bank accounts. Motion by Mr. Stich to waive Property and Crime insurance coverage for the next year; seconded by Ms. Topel, approved by all.
- d) Initial 2020 budget draft review – Mr. Hannon reviewed the proposed budget for 2020 and answered members questions. This review included a reserve spending forecast over the next years. Mr. Ascolese had several questions regarding the forecast, which were answered by Mr. Hannon. Mr. Hannon suggested prior year equity be added to the income line to offset some of the increases, allowing the monthly assessment to remain the same as in 2019. The discussed 2020 budget will be presented at the October meeting for approval.
- e) Master Board Representatives – Mr. Hannon noted the 3 Devonshire voting representatives must be appointed prior the annual Master meeting. Motion by Ms. Topel, the 3 members present: Paul Hannon, Lynn Topel and Michael Stich, be appointed the Devonshire voting members; seconded by Mr. Wetmore, approved by all.
- f) Webpage Renewal – Management reported the annual webpage renewal was forthcoming. In past Mr. Zarccone paid for it with his credit card. Motion by Ms. Topel to

reimburse Mr. Zarcone the renewal cost of \$221.00; seconded by Mr. Wetmore, approved by all. Management asked Mr. Zarcone to forward the receipt once it is paid.

**8) Open Forum**

No comments

**9) Date for Next Meeting**

Next meeting will be held October 22, 2019 at 4:30pm.

**10)Adjournment: motion by Mr. Stich to adjourn, seconded by Ms. Topel, approved by unanimous vote at 6:17 p.m.**

Respectfully submitted,  
Barbara Rights, LCAM  
Licensed Association Manager

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