

# Haile Village Center Owners Association, Inc. Board of Directors Approved Meeting Minutes December 20, 2022

Haile Village Center Owners Association, Inc. Board of Directors meeting was held at 5230 SW 91 Drive Suite C Gainesville, FL 32608.

## Quorum and Call to Order:

The meeting began by establishing a quorum, quorum was established. The meeting was called to order at 4:07 p.m. by Jeff Price.

Board Members Present: Jeff Price, Linda Gogan, Tom Black, Dave Worthy

Board Members Not Present: Mark Fraser

## OTHERS PRESENT

Kayan C. San Martano, with Becker & Poliakoff, Attorney for HVCOA

Bobbie Jo Blackwell, CAM

Owners present: Robert Mounts and David Coffee

## Proof of Meeting Notice

The meeting notice was posted on December 17, 2022 at one of the property entrances and at the Post Office.

## Reaffirmation of Approval of Prior Meeting Minutes:

The board reviewed the Board of Directors Meeting Minutes for 2022 from the Leland controlled Association Website (and the HVCOA Owner Portal) [www.hailevillagecenter.com](http://www.hailevillagecenter.com):

The following minutes were posted online, but were still in draft form: 8/17/22 "DRAFT" 9/28/22 "DRAFT," 10/19/22 "DRAFT." **A motion was made by Tom Black to re-affirm approval of the Board Meeting Minutes as presented and seconded by Jeff Price. All were in favor, motion carried.**

As of the date of this board meeting, the meeting minutes from 10/26/22 were still not provided to the BOD or HVCOA owners, despite multiple requests to Leland Management. Since draft minutes were not provided by Leland Management for BOD review, **Jeff made a motion**

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to re-affirm approval of the gazebo repair, which was an item listed on a meeting packet from the 10/26/22 meeting. Tom Black seconded the motion. All were in favor, motion carried.

As of the date of this board meeting, the meeting minutes from 11/16/22 were still not provided to the BOD or HVCOA owners, despite multiple requests to Leland Management. Since draft minutes were not provided by Leland Management for BOD review, **Tom made a motion to re-affirm approval of the 11/16/22 agenda item, the 2023 Budget as previously approved by the BOD, not to exceed limits on total budget provided by Tom Black. Jeff seconded the motion. The motion passed unanimously.**

As of the date of this board meeting, the meeting minutes from 11/28/22 were still not provided to the BOD or HVCOA owners, despite multiple requests to Leland Management. Since draft minutes were not provided by Leland Management for BOD review, **Tom made a motion to re-affirm approval of the 11/28/22 previous agenda item, the 2023 Budget as previously approved by the BOD, not to exceed limits on total budget provided by Tom Black. Jeff seconded the motion. The motion passed unanimously.**

#### Financial Report

1. Treasurer Report: The financial report for the period ending November 30, 2022, was received from Tom Black.
2. Leland Management: Leland Management removed the onsite Cam from 12/5/22-12/31/22 and stated that they would be reimbursing HVCOA for those fees. **Jeff made a motion to remove the Leland Management sign from the HVCOA building and instructed Bobbie Jo Blackwell to email Leland Management to inform them to remove the sign. Tom Black seconded the motion. The motion passed unanimously.**
3. New bank accounts: A \$50,000 deposit was made to the operating account at Truist Bank.
4. 2023 Assessments and Late Fees: **Jeff made a motion to waive late fees for HVCOA owners as a courtesy during the management transition. Late fees will be waived for the first quarter of 2023. Tom seconded the motion. The motion passed unanimously.**

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#### New Business

**A: Insurance Renewal:** For purposes of underwriting, the insurance carrier asked if events held in the past at HVCOA would continue in 2023. Specifically, the Mardi Gras event, the Easter Egg Hunt, Oktoberfest, The Farmer's Market, and the Light the Village event: The BOD confirmed these events will continue to take place at HVCOA in 2023. The insurance carrier noted that the Farmer's Market appeared to be affiliated with HVCOA as its information was included on the association website, www.hailevillagecenter.com. **Jeff made a motion to require The Farmer's Market to include a disclaimer on their printed or online materials, "The Farmer's Market entity and events are independent and unaffiliated with HVCOA."** The BOD instructed Bobbie Jo Blackwell to request a copy of the separate Insurance liability policies from the Farmer's Market entity, whereas HVCOA is listed as additional insured; these certificates should also be provided to the HVCOA underwriters as a part of the renewal process for HVCOA insurance policies. **Tom seconded the motion. The motion passed unanimously.**

**B: Audit in 2023:** Reddish & White has been asked to provide an estimate. The BOD was asked if they had any other suggestions for local companies to provide the audit for HVCOA. No suggestions were made. Bobbie Jo Blackwell was instructed to contract with a reputable auditor for HVCOA taxes and required audits.

**C: Reserve Study:** The last Reserve Study for HVCOA was performed in 2019 by Global Solutions Partners. Bobbie Jo Blackwell provided the BOD with an estimate for an updated 2023 Reserve Analysis from the same vendor.

**D: Annual Meeting and Election for HVCOA in 2023:** **Kayan C. San Martano, with Becker & Poliakoff informed the board that the HVCOA Annual Meeting would need to be rescheduled to a later date in January 2023 due to the required election procedures outlined in the HVCOA association documents. The attorney instructed the board to follow the election procedures in their association docs and appoint a Nominating Committee. Jeff made a motion to appoint Linda Gogan, Robert Mounts, and David Coffee since these owners were present at the meeting and agreed to accept the nominating committee position. Dave seconded the motion. The motion passed unanimously.**

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**Jeff made a motion to change the Annual Meeting date to January 31, 2023 at 4PM to ensure the meeting would still be held in January as required in the association documents. Dave seconded the motion. The motion passed unanimously.**

**Kayan C. San Martano, with Becker & Poliakoff informed the board that the association could conduct elections and any other membership votes through an internet-based online voting system to make it easier for owners to participate in future association voting processes. The attorney added that the Board of Directors could implement online voting if it does so at an open Board meeting and provide owners with no less than 14 days' notice of the meeting. Jeff made a motion to mail owners a notice immediately after the meeting and schedule a special board meeting for January 6, 2023 to implement online voting for HVCOA. Tom seconded the motion. The motion passed unanimously.**

**Old Business**

After much discussion about the implementation of the HVCOA tree/infrastructure plan/project that has been underway, pending details of final finishes and selections of work materials to be used upon completion which require an updated final estimate for BOD approval, **Dave made a motion for Leland Management to remit 50% of the previously-approved mitigation plan and scope for preparation for section 3 to Florida Living, LLC for services performed to date. Jeff seconded the motion. The motion passed unanimously.** Bobbie Jo Blackwell was instructed to send the forthcoming invoice from Florida Living, LLC to Leland Management with instructions to pay the invoice in 2022.

**Adjournment**

There being no further business, the meeting was adjourned at 6:02 p.m.