

**WILDERNESS LAKE PRESERVE HOA**

**Tuesday, August 18, 2009**

***Minutes of the Board of Directors Meeting***

The Regular Meeting of the Board of Directors for the Wilderness Lake Preserve HOA was held Tuesday, August 18, 2009 at 6:32 p.m. at the Wilderness Lake Lodge, located at 21320 Wilderness Lake Boulevard, Land O' Lakes, FL 34637.

**I. CALL TO ORDER:**

Linda Helmtoller called the Meeting of the Board of Directors of the Wilderness Lake Preserve HOA to order on Tuesday, August 18, 2009 at 6:32 p.m.

**II. ROLL CALL:**

Board Members Present and Constituting a Quorum:

Linda Helmtoller	President
Allen Senel	Vice-President
Kathleen Patterson	Treasurer
R. Scott Diver	
Wendy Stahl	

Margarida Wainraich and John Johannessen were absent.

**III. NOTICE OF THE MEETING POSTED VIA MARQUEE SIGN:**

Linda Helmtoller noted that the meeting notice was posted at both entrances of the community prior to 48 hours in advance. Confirmed by Allen Senel.

**IV. APPROVAL OF July 21, 2009 BOARD MEETING MINUTES:**

<b>MOTION TO:</b>	Approve the Minutes from the July 21, 2009 Board Meeting as submitted.
<b>MADE BY:</b>	Scott Diver
<b>SECONDED BY:</b>	Kate Patterson
<b>DISCUSSION:</b>	None
<b>RESULT:</b>	Call to Vote: 5/0 Motion PASSED

**V. RESIDENT INPUT ON AGENDA ITEMS:**

Residents discussed posting the financials on the website in their entirety, minutes being posted late on the website, and the final financials from CAMS that don't add up.

**VI. COMMITTEE REPORTS:**

**A. ARC:**

The committee minutes from the 7/20/09 and 8/3/09 meetings were provided to the Board in their meeting books. Linda also asked that Dennis Dawes be added to the email distribution list for communications. Manager was asked to check with SWFTWMD and the CDD to verify the approved docks and the limit of docks permitted.

**VI. COMMITTEE REPORTS – CONT.**

**B. DEERFIELD COMMITTEE:**

Scott Diver presented the Deerfield Committee Report. Scott Diver reported on several meetings that took place over the last month and items discussed were the live oak tree removal process and paint colors for the Deerfield community.

Another issue that was discussed was the issue with the pool gate and entry gate system. It was reported that non-residents are entering Deerfield and utilizing their pool. Manager was asked to get quotes on changing the locks. The Board requested the bid to include two options. The first option is to replace both gate locks and bathroom locks and purchase 185 keys. The second option is to change the gate locks to combination locks instead of keys.

Deb Murphy was asked to poll the community to see if the majority of the community would like to have the locks changed.

Manager was also asked to remove the entry gate code that was assigned to a tenant that no longer resides in the community. Linda Helmintoller will email Manager with the address in question.

Scott Diver also reported that there is now a section on the website for the Deerfield Community that will contain information that only applies to the Deerfield community.

**C. FINING COMMITTEE:**

There was no report to present as the Fining Committee did not need to meet. The next Fining Committee meeting will be held on September 15, 2009. Manager will prepare the information for the committee on September 10, 2009 and will forward them the information, including photos, via email.

**VII. PRESIDENT'S REPORT:**

Linda Helmintoller did not present a report. There was a discussion regarding the preparation of the 2010 budget. It was noted that Manager should have the budget to the Board by September 1, 2009.

**VIII. MANAGER'S REPORT:**

Gina Blackstock presented the management report. A copy was provided in the meeting books for the Board of Directors. Manager asked for the Board to vote on when to issue Pre-Lien letters to the residents. Manager reported that Rampart's system is set up to create pre lien letters for anyone whose balance meets or exceeds the unit's recurring maintenance fee amount. Knowing that these associations have special circumstances; manager asked the Board if they wanted Rampart to send pre liens to everyone even if their balance is lower than their maintenance fee or to just send them when their balance meets or exceeds the unit's recurring maintenance fee amount.

**VIII. MANAGER'S REPORT: - CONT.**

<b>MOTION TO:</b>	Send Pre-Lien notices letters for anyone whose balance meets or exceeds the unit's recurring maintenance fee amount.
<b>MADE BY:</b>	Linda Helmintoller
<b>SECONDED BY:</b>	Wendy Stahl
<b>DISCUSSION:</b>	None
<b>RESULT:</b>	Call to Vote: 5/0 Motion PASSED

Linda Helmintoller also asked to receive copies of the pre-lien letters that go out.

**IX. FINANCIALS- JULY 31, 2009**

Due to the Board receiving the financials for July the day of the meeting, no financial report was given. Moving forward, the Board will receive their financials by the 15<sup>th</sup> of the month. Linda Helmintoller noted that she had several questions and they would be addressed by email once she has had the opportunity to review the financials. Manager suggested having a conference call with the accounting department to resolve any issues immediately.

The Board advised that they would still like to post the financials on their website in their entirety and that owners' names could be blocked off of the copy that is posted.

Manager will produce 7 agenda books with 2 books containing the financials and deliver them to the Ranger Station by the Friday before the Board meeting. Board books will consist of the agenda, minutes from the previous meeting, manager's report, and committee reports except for the Treasurer's and the President's books. All other items for Board review will be sent electronically to the Board. Manager will bring a hard copy of all items to the meeting in case any items need to be reviewed by the Board.

**X. CONTINUED BUSINESS**

**A. RAMPART POLICY FOR HOA RESPONSIBILITY PER THE DCCR'S:**

Rampart again provided the draft policy for the Board's review regarding the HOA responsibility for the Villas of Deerfield.

<b>MOTION TO:</b>	Adopt the policy regarding the HOA Responsibility per the DCCR's in the Deerfield Community.
<b>MADE BY:</b>	Scott Diver
<b>SECONDED BY:</b>	Linda Helmintoller
<b>DISCUSSION:</b>	None
<b>RESULT:</b>	Called to Vote: 4/1 motion PASSED (Stahl voted no)

**X. CONTINUED BUSINESS - CONT.**

<b>MOTION TO:</b>	Not take any action on the lawns at 7446 and 7448 Deer Path and 7541 Helen White at this time and will revisit at a later time if necessary.
<b>MADE BY:</b>	Linda Helmtoller
<b>SECONDED BY:</b>	Allen Senel
<b>DISCUSSION:</b>	None
<b>RESULT:</b>	Called to Vote: 5/0 motion PASSED

**B. AUDIT UPDATE:**

At the last Board meeting, the Board directed management to have Becker & Poliakoff send letters to CAMS and Rizzetta regarding the missing financial records for the association. Manager provided copies of the letters and the response from both parties. Manager was asked to see if Becker & Poliakoff had advised CAMS that Rizzetta claims to have turned over the records in question to CAMS when CAMS acquired the property and to find out what the next step is in this process.

**C. SIGNS FOR WATER'S EDGE DOCK:**

Manager reported that Signature Signs was going to visit the property and see if the existing sign could be changed and to have them quote on a small sign facing the water at the Water's Edge dock.

**D. RESERVE STUDY STATUS:**

Allen Senel reported that the Reserve Study should be completed by September 1, 2009.

**E. REVISIT MULCH ESTIMATES FOR THE GATED COMMUNITIES:**

This item will be revisited next month so the Board can research options with rubber mulch. The project will likely commence in October.

**XI. NEW BUSINESS**

**A. PROPOSALS FOR LANDSCAPING IN GATED COMMUNITIES:**

Manager provided estimates from three landscapers and the 3 Seasons current contract for comparison. The estimates reviewed were submitted by Bachman, The ProScape Group, and Fieldstone. The Board reviewed the bids and discussed the estimate provided by Bachman at length. Linda Helmtoller asked Allen if Bachman could clarify irrigation hours that are included in the contract, and change the contract to a one year contract as opposed to three.

<b>MOTION TO:</b>	Accept the contract for Bachman contingent upon clarification regarding irrigation and contract term.
<b>MADE BY:</b>	Linda Helmtoller
<b>SECONDED BY:</b>	Wendy Stahl
<b>DISCUSSION:</b>	None
<b>RESULT:</b>	Called to Vote: 4/0 motion PASSED (Allen Senel abstained from voting due to a conflict of interest.)

**XI. NEW BUSINESS - CONT.**

**B: BUDGET PREPARATION DISCUSSION:**

The following dates were discussed:

09/01/09 Rampart to provide draft budget to the Board  
09/22/09 Regular HOA Meeting (later so the financials arrive before meeting)  
09/29/09 Budget Workshop  
10/20/09 Finalizing of 2010 Budget/Regular Board Meeting (to start at 5:30)  
11/01/09 Approved Budget to Rampart  
12/01/09 Residents to have received Approved 2010 Budget.

It was agreed to put in the Nature's News to go to the website to review the proposed budget instead of sending a hard copy to every homeowner.

**XII. RESIDENT INPUT ON NON-AGENDA ITEMS:**

Items discussed were the management transition, possibly adding website logins, administrative charges, and an adjustment to the June minutes that needed to be made.

**XIII. ADJOURNMENT**

<b>MOTION TO:</b>	Adjourn meeting at 8:34pm
<b>MADE BY:</b>	Linda Helmtoller
<b>SECONDED BY:</b>	Scott Diver
<b>DISCUSSION:</b>	None
<b>RESULT:</b>	Called to Vote: 5/0 motion PASSED

*These minutes were done in summary format.*

**Meeting minutes were approved at a meeting by vote of the HOA Board at a publicly noticed meeting held on \_\_\_\_\_.**

Submitted by: Gina Blackstock, Director of Management Services

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Attested by: Margarida Wainraich, Secretary