

WILDERNESS LAKE PRESERVE HOMEOWNERS' ASSOCIATION

Tuesday March 16, 2010

Minutes of the Board of Directors Meeting

The Meeting of the Board of Directors for the Wilderness Lake Preserve Homeowners' Association was held Tuesday March 16, 2010 at 6:30 p.m. at the Wilderness Lake Lodge, located at 21320 Wilderness Lake Boulevard, Land O' Lakes, FL 34637.

I. Call to Order: Marilyn Ungaro called the meeting of the Board of Directors of the Wilderness Lake Preserve Homeowners' Association to order on Tuesday, March 16, 2010 at 6:31 p.m.

II. Roll Call: Board members present and constituting a quorum:

Marilyn Ungaro	President
Donna Ryan	Vice-President
Gloria Eshleman	Treasurer
Richard Suttmeier	Secretary
Margarida Wainraich	Director
Meredith Friedman	Director

III. Notice of the meeting posted via marquee sign

Margarida Wainraich noted that the meeting notice was posted at both entrances of the community prior to 48 hours in advance. Confirmed by Donna Ryan.

IV. Approval of Minutes of February 17, 2010 Annual Membership Meeting and March 2, 2010 Board of Directors Meeting

MOTION TO:	Approve the Minutes from the February 17, 2010 Annual Membership Meeting and March 2, 2010 Board of Directors Meeting as submitted.
MADE BY:	Gloria Eshleman
SECONDED BY:	Donna Ryan
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

V. Members Input on Agenda Items

No members requested to speak on agenda items.

VI. Committee Reports:

A. Deerfields Committee-Gloria Eshleman

Gloria Eshleman presented the Deerfield Committee report.

WILDERNESS LAKE PRESERVE HOMEOWNERS' ASSOCIATION

MOTION TO:	Accept \$5,000.00 less than what is owed on 7549 Helen White. Property is scheduled for Short Sale and real estate agents are requesting help to meet the terms of the bank.
MADE BY:	Gloria Eshleman
SECONDED BY:	Donna Ryan
DISCUSSION:	Wainraich wondered if this would set precedence. Eshleman explained that if the property goes to foreclosure the Bank is only obligated to pay 1% of the sales price or the last 12 months assessments, whichever is less. In this case, accepting \$5000 less than what is owed is beneficial to the Association. Eshleman also stated that of the amount received from settlement, 95% will go to Villas of Deerfields and 5 % will go to Master.
RESULT:	Call to Vote: 6/0 Motion PASSED

MOTION TO:	Obtain quotes to have an arborist give Deerfields a report on the condition of the Oak trees in the parkway, the growth habit and what if any negative effects would Deerfields expect to see in the future.
MADE BY:	Gloria Eshleman
SECONDED BY:	Margarida Wainraich
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

The manager's report contained correspondence regarding 7450 Deer Path. This owner asked the association to pay for the replacement of the mailbox post for 7448 Deer Path. 7448 Deer Path is a vacant unit and the owner of 7450 Deer Path would like to replace the shared mailbox post. The Board discussed and unanimously agreed that the post could be repaired and painted and the one half expense of a new post and box should not be the burden of the Deerfields owners at this time. The Board asked the Manager to suggest repairing the mailbox post to the homeowner instead of replacing it as it would be a substantial cost difference.

B. ARC Reports:

The ARC Committee reports were provided to the Board in their packets. Marilyn Ungaro noted that she approved an application for house painting due to erroneous information given to the homeowner. The Board agreed with the ARC decision that had

WILDERNESS LAKE PRESERVE HOMEOWNERS' ASSOCIATION

to be made by Marilyn Ungaro.

C. Fining Committee:

Marilyn Ungaro advised that the next Fining Committee meeting would be held if necessary on March 30, 2010. She also mentioned that the committee currently consists of three members and the Board is looking for at least 2 more volunteers. She asked if there were any volunteers in the audience who would like to serve and to let the Board know.

VII. President's Report

Marilyn Ungaro noted that there was still a vacant seat on the Board and asked if there were any volunteers that would like to serve on the Board.

The management report included an invoice from CAMS for the pre-lien charges for 2009. Marilyn explained that upon review of the invoice, some errors were noted. A spreadsheet was provided to the Board & Manager to show the CAMS discrepancies.

MOTION TO:	Authorize Rampart Properties to issue a check to CAMS in the amount of \$3,375.00 for the 2009 pre-lien charges.
MADE BY:	Marilyn Ungaro
SECONDED BY:	Gloria Eshleman
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

Marilyn Ungaro requested that Rampart Properties add two Board members as signers to both the Operating and Reserve accounts, and should consist of the President and Treasurer. Manager explained that that was possible and that she would request new signature cards.

MOTION TO:	Request new signature cards from BB&T to include two Board members (Marilyn Ungaro and Gloria Eshleman) as additional signers on the Operating and Reserve accounts
MADE BY:	Marilyn Ungaro
SECONDED BY:	Donna Ryan
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

Marilyn Ungaro presented the 2009 signed tax return as prepared by John Seward to the manager. Manager was asked to have the check cut in the amount of \$343.00 with the date of the 15th to be sent to the IRS.

WILDERNESS LAKE PRESERVE HOMEOWNERS' ASSOCIATION

The Rampart Properties Board Orientation was discussed and the general consensus of the Board was to hold the orientation at Wilderness Lake Preserve and not Rampart Properties. The Board agreed to check their schedules and get back to Rampart as far as which date(s) would work for the Board.

Homeowner correspondence regarding fines were reviewed by the Board.

MOTION TO:	Remove the \$500.00 fine from 21307 Morning Mist Way because the owner had responded to CAMS and resolved the issue but CAMS had not gotten the information to the Fining Committee
MADE BY:	Gloria Eshleman
SECONDED BY:	Donna Ryan
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

MOTION TO:	Remove the \$1,000.00 fine from 7738 Citrus Blossom because CAMS had issued the letter to the incorrect owner
MADE BY:	Marilyn Ungaro
SECONDED BY:	Gloria Eshleman
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

VIII. Financials

The monthly financial reports were sent electronically to the Board in advance of the meeting.

MOTION TO:	Rampart to not charge the administrative fees to the association without Board approval after the Board has reviewed the detailed invoice
MADE BY:	Marilyn Ungaro
SECONDED BY:	Donna Ryan
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

Manager was asked to have Rampart reimburse the association for the Rampart website charge as the Board did not authorize this charge. Marilyn stated that there was at least \$90 that was to be reimbursed back to the Association and Manager stated that she would look

WILDERNESS LAKE PRESERVE HOMEOWNERS' ASSOCIATION

into any other charges prior to December, 2009. Manager agreed that this was billed in error and would be reimbursed.

MOTION TO:	Invest funds from the Reserve Accounts into 1.8 % interest bearing CDs at Bay Cities Bank in the following dollar amounts:
	Waters Edge \$10,000.00
	Lakewood Retreat \$7,000.00
	Natures Ridge \$6,000.00
	Deerfields \$50,000.00
MADE BY:	Gloria Eshleman
SECONDED BY:	Margarida Wainraich
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

IX. Continued Business:

A. Audit Report:

Marilyn Ungaro reported that she had reviewed the final summary for the audit and that most of the accounting had been presented fairly and that no major discrepancies were found. The final audit report would be communicated to the Board by their next meeting.

MOTION TO:	Engage Roberts, Seward, Speed, P.A. to complete a review as opposed to an audit for 2009. Seward quoted \$3000 for the review.
MADE BY:	Marilyn Ungaro
SECONDED BY:	Donna Ryan
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

B. Gate Company/Contract:

This item was tabled until the next Board meeting so that the Board could review the bids and obtain another one.

X. New Business:

A. Posting of delinquencies on website

Marilyn Ungaro asked the Board to consider posting the delinquencies (addresses only) on a secure version of the HOA website. Since the current website does not have a secure log in, there was no action taken at this time.

WILDERNESS LAKE PRESERVE HOMEOWNERS' ASSOCIATION

B. Review of Management Companies:

Marilyn suggested reviewing services and prices of different management companies. The Board unanimously agreed. Marilyn asked the Board for volunteers to research and report back to the Board at the next Board meeting. Meredith Friedman and Gloria Eshleman agreed to take on this task.

C. ARC/Fining Guidelines:

Marilyn provided a draft policy/guidelines for both committees that details the procedures for both committees and the management company.

MOTION TO:	Accept the ARC Committee Policy/Guidelines as presented
MADE BY:	Marilyn Ungaro
SECONDED BY:	Gloria Eshleman
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

MOTION TO:	Accept the Fining Committee Policy/Guidelines and limit the fine so as not to exceed \$1,000 maximum fine in aggregate
MADE BY:	Gloria Eshleman
SECONDED BY:	Marilyn Ungaro
DISCUSSION:	Wainraich stated that owners may respond more quickly if dollar amount were higher.
RESULT:	Call to Vote: 2/4 Motion FAILED (Wainraich, Suttmeier, Friedman & Ryan opposed)

MOTION TO:	Accept the Fining Committee Policy/Guidelines and limit the fine so as not to exceed \$5,000 maximum fine in aggregate
MADE BY:	Margarida Wainraich
SECONDED BY:	Meredith Friedman
DISCUSSION:	Marilyn Ungaro strongly opposed this motion.
RESULT:	Call to Vote: 4/2 Motion PASSED (Ungaro & Ryan opposed)

D. All Channel-Battery Back Up Proposal

The Board agreed not to entertain the proposal from All Channel until the next meeting when the other proposals could be reviewed and approved by the Board.

E. Pre-Liens/Liens

It was noted that Donna Ryan would continue to work on the status of pre-liens and liens.

WILDERNESS LAKE PRESERVE HOMEOWNERS' ASSOCIATION

Donna also noted there were some properties on the 2010 pre-lien list, provided by Rampart, which had already been liened. Rampart will need to reimburse the Association for the pre-lien charge of \$47 for each incorrectly one sent, along with the associated administrative costs. Manager agreed.

MOTION TO:	Have Rampart cease from sending pre-liens out effective immediately until the Board has reviewed the existing pre-liens and liens so that pre-liens are not sent out in error
MADE BY:	Marilyn Ungaro
SECONDED BY:	Gloria Eshleman
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

- F. Donna Ryan spoke about sending collection notices for the 2010 assessments. Rampart advised that they charge \$10 for the administrative expense of sending the notice. The \$10 is billed to the homeowner. Rampart was asked to send a draft of the collection letter for review and to provide a current list of accounts receivable list to Donna Ryan.

MOTION TO:	Send late notices at a cost of \$10 to the homeowner when late notice letter is finalized.
MADE BY:	Gloria Eshleman
SECONDED BY:	Donna Ryan
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion Passed

G. WLPHOA.COM Website:

Meredith Friedman agreed to contact Darren Senel to go over the website functions.

H. Electronic Transmission:

Marilyn asked the members present to fill out the electronic transmission form so that the association would be authorized to communicate with them via email. A draft of the new form was presented for Board approval.

MOTION TO:	Approve the Electronic Transmission Forms
MADE BY:	Marilyn Ungaro
SECONDED BY:	Margarida Wainraich
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

WILDERNESS LAKE PRESERVE HOMEOWNERS' ASSOCIATION

XI. Board Request/Member Input on Non Agenda Items

Items discussed were a secure website, the 2009 review as opposed to an audit, management companies, and gate issues.

XII. Adjournment:

MOTION TO:	Adjourn the meeting at 8:48 PM
MADE BY:	Margarida Wainraich
SECONDED BY:	Gloria Eshleman
DISCUSSION:	None
RESULT:	Call to Vote: 6/0 Motion PASSED

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

Attested by: Richard Suttmeier, Secretary