

**THE WOODLANDS CIVIC ASSOCIATION, INC.**

**SEMINOLE COUNTY, FLORIDA**

**MINUTES OF MEETING**

**OF THE BOARD OF DIRECTORS**

August 16, 2015

The board of directors (the "Board" or "BOD") of The Woodlands Civic Association, Inc. ("WCA") held a meeting at 11:00 am on August 16, 2015 at The Woodlands Civic Association community park, Longwood, Florida. The following Board members were present, constituting quorum:

- Todd Burnett, President
- Antoinette Giunta, Vice President
- Rosemary Mills, Secretary
- Pam Hendricks
- Toni Law, Treasurer
- Kearston Miles

The following Board members were absent:

- Jessica Mooney

The following guests were also in attendance for a portion of the meeting:

- N/A

**Call to Order and Appointment of Secretary:**

Mr. Burnett called the meeting to order at approximately 11:10 am.

**Approval of Minutes:**

The Board discussed, then approved minutes circulated by Ms. Mills for the meeting held July 14, 2015.

**Presidents Report:**

Mr. Burnett provided an update on the following matters:

- **Landscape Services:** Mr. Burnett is providing feedback/supervision to DS, the winning bid for services with the expectation that their services can meet our; they had the added benefit of being a commercial landscape company and, as such, would be permitted to help with fertilizer.
- **Light at 434:** FDOT looking into light timing (they had never studied) and will get back to us.
- **Park Bathroom:** Determined water still able to be turned on, otherwise still in progress.
- **Park Gate:** Apparently struck by lightning, Mr. Burnett believes he can fix park gate and is in the process of connecting with Lon Eckman.
- **Large Truck Traffic:** Sanlando Utilities putting together a work order for corrective paving at the dip in Tollgate where water collects.

- **Code Violations:** Mr. Burnett is communicating with Code Enforcement ("CE") to improve rapport. The tree(s) at 219 Tollgate Trail may not be dead, thus CE took no action. Noted recent problems with mowing at 148 Tollgate (or thereabout), and a garage door issue on Marcy. Upcoming newsletter to reiterate individual upkeep and how to use CE to address problems.
- **D&O Insurance:** After confirming that our park liability policy is not a directors and officers ("D&O") insurance policy, Mr. Burnett is seeking information about the cost of same.
- **Other Small Park Repairs:** The Board previously approved the expenditure of up to \$500 for the list of projects provided by Mr. Morris at the June 9, 2015 meeting. The Board discussed the basketball hoop, mulching, rehabbing equipment and pressure washing; a number of these repairs are still in process.
- **Yard of the Month:** Ms. Giunta will post a note on Nextdoor.com seeking a volunteer to reestablish and head up the YOTM program.

**Treasurer's Report:**

Ms. Law provided a brief update of July activity noting the account contains \$15,024.19 in funds. Utilities (water) expenses had increased as a result of the irrigation leak and were expected to return to normal. Ms. Law indicated that she would be providing the bank statement and usual spreadsheets via email after the meeting. The Board had no other questions about the report.

Ms. Mills reviewed the proposed budget prepared and distributed via email on July 15<sup>th</sup> by Ms. Mooney. Ms. Mooney had prepared such proposed budget using Ms. Law's summary of 2014 activity (making adjustment for known changes such as the revised landscape services), and also including a projection of where the bank account balance would be by the end of the year, with and without capital projects. The Board unanimously approved the adoption of the proposed budget.

**New Business:**

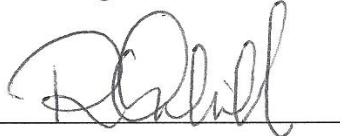
- A recent incident occurred in which the park pavilion was used for a party. The park pavilion had not apparently been reserved, but the party was large enough for the resident to rent a port-a-potty. Because of members absent at the time of this discussion, action deferred until they could confirm that neither Ms. Law nor Ms. Mooney were aware of any such reservation of the pavilion.
- Dates set for target distribution of next newsletter (October 3<sup>rd</sup>), fall garage sale (October 17<sup>th</sup>) and a WCA neighborhood Halloween event (October 31<sup>st</sup>).

**Upcoming Meeting Date:**

The next scheduled meeting is set for September 6, 2015 at 11:00 am at the park.

**Adjournment:**

There being no further business, the meeting was adjourned at approximately 1:06 pm.



Rosemary Mills, Secretary