

**THE WOODLANDS CIVIC ASSOCIATION, INC.**

**SEMINOLE COUNTY, FLORIDA**

**MINUTES OF MEETING**

**OF THE BOARD OF DIRECTORS**

October 4, 2016

The board of directors (the "Board" or "BOD") of The Woodlands Civic Association, Inc. ("WCA") held a meeting at 6:30 pm on October 4, 2016 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
- Joe Maenza
- Dan Johnson

The following Board members were absent:

- Toni Law, Treasurer
- Pam Hendricks

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

Mr. Burnett called the meeting to order at approximately 6:35 pm.

**Approval of Minutes:**

Minutes for the August 13, 2016 meeting of the board of directors were discussed and approved.

**Old Business:**

- **Park:**
  - Mr. Maenza and Mr. Burnett provided an update on Park card access, noting is the contact person for any issues, problems.
  - Mr. Burnett noted that the new LED light for the park had been installed.
  - The Board discussed an ongoing issue of improper access, including the habitual offender leaving pebbles in the Penelope gate to bypass lock. Mr. Maenza will look into surveillance devices to aid in identifying and preventing such access. Park guests should have key card on their person, and Members should step up enforcement.
  - No update on the status of playground equipment cleaning.
- **Front Entry:**

- Mr. Burnett noted the completion of sprinkler project at Meadow Creek.
- Mr. Burnett updated the Board on the previously approved \$1,500 front area landscape project.
- Mr. Burnett noted the need to trim back the trees near the front entrance and is working on an estimate.

**Treasurer's Report:**

Ms. Law was unable to attend the meeting but filed a report via email prior to the meeting. Mr. Burnett summarized that memberships were currently at 275, and that funds were decreasing as would be expected late in the year. Sufficient funds exist to make the landscape improvements discussed in prior meetings leaving a balance that would be tentatively reserved to offset some of the costs of the next back wall refurbishment. The last back wall project was done in 2014, and generally must be done every five to seven years.

**New Business:**

- **Rock Lake Pick Up:** Through the years the number of parents picking up their middle school students has increased and is becoming less controlled, leaving a potential safety and emergency vehicle access issue in the neighborhood, and a recent complaint. Parents wishing to avoid the main lines on Poplar and at the front of the school are creating alternate pick-up spots, avoiding Sheriff supervision, and thereby often restricting access and putting more overall cars on our streets. Mr. Burnett will approach the school to explore solutions.
- **Halloween event:** Event Lead Jessica Mooney joined via phone and provided a summary to the Board, and promised an email with greater details of budget needs, volunteer activities and assignments. Date/time is 4 to 6 pm on October 29 (a Saturday).
- **Membership Drive:** The Board discussed and unanimously approved the renewal dues rate of \$65 for 2017. Our mailer is targeted to go out much earlier, concurrent with an announcement about the Halloween event and other important dates.
- **Newsletter:** The Board discussed the content of an upcoming newsletter, in particular a focus on encouraging participation on the Board and volunteerism in 2017. Target date in November.

**Upcoming Meeting Date:**

Dates for upcoming meetings and pre-set alternate dates are posted on the website.

**Adjournment:**

There being no further business, the meeting was adjourned at approximately 7:47 pm.



Rosemary Mills, Secretary