

May 8, 2018 Meeting Minutes
7pm – James Pond’s House, 151 Stone Ridge Drive

The meeting was kicked off at 7:05pm on May 8, 2018 at 151 Stoney Ridge Drive. 6 board members were in attendance, which facilitated a quorum, including: James Pond, Marilyn Horne, Jessica Lussier, Antoinette Giunta, Jackson , and Jessica Mooney.

1. Next Meeting

- a. 2018 remaining meeting schedule was reviewed. Next meeting will be held at James Pond’s residence at **151 Stoney Ridge Drive**.
 - i. **June 6-12-18 @ 7:00pm, Backup 6-16-18 @ 10:00am**
 - ii. July 7-10-18 @ 7:00pm, Backup 7-14-18 @ 10:00am
 - iii. August 8-14-18 @ 7:00pm, Backup 8-18-18 @ 10:00am
 - iv. September 9-11-18 @ 7:00pm, Backup 9-15-18 @ 10:00am
 - v. October 10-9-18 @ 7:00pm, Backup 10-13-18 @ 10:00am
 - vi. November 11-13-18 @ 7:00pm, Backup 11-17-18 @ 10:00am
 - vii. December 12-11-18 @ 7:00pm, Backup 12-15-18 @ 10:00am

2. Financial Report

- a. Budget and actuals were reviewed noting a discrepancy between the bank balance as calculated on the financial summaries \$17,120 and the bank balance of \$15,256. Toni Law was not in attendance to clarify the discrepancy.
 - i. Note: It was later determined to be an error in the expense calculation and the \$15,256 was the correct ending balance.
- b. Multiple upcoming expenditures were discussed that would reduce the balance:
 - i. \$550 reimbursement to Antionette Guinta for the paint supplies had not been processed
 - ii. \$400 estimate for backflow inspections – Jackson noted that this should not cost more than \$35 a backflow unit and we have about 6 for the property. Follow up was needed with Todd Burnett to understand process options.
 - a. Suggestion was made to obtain quotes from alternate plumbing / irrigation experts to reduce costs.
- c. It was noted that there was about \$2k in available funds to allow for project work.

3. Old Business

- a. Completed – N/A
- b. In Process / Not Complete:
 - i. **Carriage Light Project**
 - 1. Justin Lussier is in possession of the lights after Jessica Lussier picked them up from Atlas glass in the prior week.
 - 2. Justin rewired the internal electrical parts.
 - 3. Tim Ivey in possession of one of the fixture caps due to the screws being stripped and not having the original screws.
 - a. Jackson suggested putting in the tap tool and going one size up for the size of the screw.
 - 4. Jackson offered to assist in putting the light back up onto the Columns and taking down the final 4 light fixtures.

5. Jessica Lussier to drop off remaining lights to the powder coat office.
 - a. Antoinette to provide Jessica L. an invoice for reference.
- ii. Park
1. **Final Infant swing** – Antoinette still has possession and needs to clean rust off of remaining swing and
 2. **Foot holds** on climbing wall – With Greg O’Conner’s exit from the board no progress has been made on this
 3. **Park Pavilion Roof Repairs:** This was discussed at great length as a proposal was provided by Jackson.
 - a. Repair options are limited due to the pitch of the roof. It is not ideal in Florida to use shingles on flat roofs. As such, there are two remaining options:
 - i. Torch down roofing: Torch down roofing is a type of roofing material that has been designed for low-angle or flat roofs. While it can last up to 20 years, installing torch down roofing can be a dangerous process and as such, tends to cost more than traditional roofing materials. Benefits are that it is resistant to leaks, strong, and lasts a long time. More preparation required to ensure base is in good shape and it’s a more challenging application.
 1. Expected cost ~\$2,500
 - ii. Silicone Membrane roof: Water resistant membrane place over existing roof base. Easy application, little prep work required outside of replacing rotted plywood roof sections / fixing soft spots.
 1. Expected Cost ~\$2,350 (\$260 primer, \$1,840 silicone membrane, \$250 for plywood, screws, other materials)
 2. Discussion held on proper color of the roof, white would repel heat more but potentially get dirty. Brown would be dark and absorb heat
 - iii. **Board Approved moving forward with Silicone Membrane in Tan color with Gayco Liquid Membrane coating**
 1. Jackson / Justin to move forward with acquiring materials and scheduling work days
 4. **Shed door** and other repairs necessary to keep “critters” out.
 - a. **Discussion held on best option for door repairs. It was agreed that a used door would be the most cost effective option.**
 - b. **Jackson suggested a door with steel bucking and believed it was likely 32” width.**
- iii. Front Entrance
1. **Marquee:** Suggestion for rebuilding and strips lights for visibility in previous meetings.
 2. **Lighting:** See carriage light section under in process projects.
 3. **Columns:** First focus will be cleaning the columns. Jessica Mooney to test spots on an area with chlorine and other non-toxic cleaner to determine results.

4. **Front Entrance Water Spigot:** Jackson mentioned this would be an easy job and he would look into next steps. More to come at next board meeting.
 5. **Tree Trimming:** It was decided to hold off on further discussion of tree trimming needs at the front entrance until the next board meeting.
- iv. **Delmar Estates:** This wall is a sore subject with one resident whom believes the board is not responding fast enough to the needed repairs.
1. The board collects dues from this street so they are treated as though part of the woodlands.
 2. Easiest first steps are to remove the siding that is cracked on the front of the wall and stucco over the wall.
 - a. **Board approved** the removal of hardy board.
 - b. **Board approved** spraying stones with cleaning agent.
 3. Jackson volunteered to walk the Delmar street to obtain feedback from the residents regarding what their suggested improvements would be for the wall.
- c. Business On HOLD:
- i. Mandatory HOA:
 1. James Pond had a discussion with an attorney whom indicated we would be better off pushing membership and participation rather than attempting to make the board mandatory with a vote.
 2. There are few regulations in our bylaws and these would have to be re-written if we decided to move forward.
 - ii. Welcome Wagon / Fundraising Efforts:
 1. Jim Pond suggested contacting real estate companies regarding the benefits of the park and value in the neighborhood. Also, that there is a civic association that needs donations.
 2. James & Antoinette to partner to be the welcome wagon.
 - iii. Board suggested painting the fence in between the front columns a lighter color to make it look cleaner and newer.
4. New Business
- a. Jessica Lussier provided a proposal received from Bart Lindskey property maintenance for \$320 / month for landscaping services
 - i. Friend of Justin & Jessica – would be easy to manage and communicate with
 - ii. Smaller company than Annan which it is believed might provide better service to our small job
 - iii. The board agreed to hold off on a decision until the next board meeting on 6/12/18.
 - b. Garden Rebel – Landscaping Plan – Antoinette mentioned the board had previously obtained a landscaping plan which provided the necessary plants which could be costed out. Antoinette to provide plan to board.
 - c. Jim Pond to obtain an estimate from Quick Care lawn service.
5. Upcoming Events
- a. Movie In the Park – Approved for 5/19/2018, Movie To be shown: Jumanji Welcome To The Jungle @ 8pm