Heritage Key Villas Association, Inc.

Kissimmee, FL

MINUTES OF ELECTION OF BOARD MEMBERS MEETING

May 11, 2015

5:30 pm

Those present at the meeting or by phone conferencing: Dan Hibma, Mark Young, Shane Wood, Dan Curtis, Marilyn Luehrs, Chad & Abby Tuck, Jack & Lana Gardehl (proxy)

1. Dan Hibma called the meeting to order.

2. Proof of notice of the meeting was given and a quorum was established with 30% needed.

3. Dan Hibma had Marilyn Luehrs explain that there are two positions open and both will be for two year terms. The positions are Dan Curtis' and Shane Wood's. Dan Hibma opened the floor up for nominations. Mark Young nominated Dan Curtis and Shane Wood. Dan Hibma asked if there were any other nominations. Mark made a motion to close the nominations and Jack Gardehl (proxy) seconded it.

4. Dan Hibma made a motion that a unanimous verbal vote be given to elect Dan Curtis and Shane Wood for the positions. Mark Young seconded it, with all in favor saying I.

5. Dan Curtis and Shane Wood were re-elected in as the board members.

6. Jack Gardehl made a motion to adjourn the election meeting. Chad Tuck seconded it.

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MINUTES OF BOARD OF DIRECTORS MEETING

May 11, 2015

5:30 pm

Those present at the meeting or by phone conferencing: Dan Hibma, Mark Young, Shane Wood, Dan Curtis, Marilyn Luehrs, Chad & Abby Tuck, Jack & Lana Gardehl (proxy)

1. Dan Hibma called the meeting to order.

2. Proof of notice of the meeting was given and a quorum was established.

3. The February 2015 minutes were reviewed Mark Young made a motion to receive the minutes and Dan Curtis seconded it.

4. Dan Hibma asked if anyone had any questions regarding the financials. Dan Curtis made a motion to receive the financial report and Shane Wood seconded it.

OLD BUSINESS

1. Quarterly Board meetings set up for the year: May 11, August 17, and November 16

NEW BUSINESS

1. Dan Hibma asked Marilyn Luehrs to explain the recommendation that was decided by Covenants Committee that met on May 6th regarding the units with blinds other than vertical. The recommendation was that the board would amend the HOA rules to be more specific to state that only vertical blinds with neutral color would be allowed. Then the current units that have blinds up other than vertical would have until Nov. 1st to correct with vertical. Board discussed the recommendation. Mark Young made a motion and Dan Curtis seconded it to implement the recommendation.
2. Marilyn Luehrs asked if a drug and crime free addendum could be part of the HOA criteria for all tenants to sign when turning in an application. Board asked Marilyn to contact the HOA attorney to be sure that association can legally implement this. Marilyn will report at the next board meeting.
3. At the annual meeting an owner asked about mulching behind the buildings where there is no grass only dirt. Board asked Marilyn to get them a cost of what it would be to do this.
4. Dan Hibma mentioned that it was brought to his attention that the chairs by the clubhouse facing the pool are looking a little worn. Marilyn Luehrs stated that an estimate was given to replace 6 chairs that are heavy duty of $4131, which she thought was high. Dan Curtis stated that they do get used a lot, so felt they do need to look nice and need to be well built. It was mentioned that maybe they could be painted with a special paint. Marilyn is to get more estimates and different types of chairs and give information to the board members.
5. Dan Hibma brought up that Association paid out about $6000 last year in credit card fees. There was discussion of charging a convenience fee of $6 when using a credit card to pay the association dues. It was brought up that owners can also pay by checks or automatic withdrawal (ACH). Dan Curtis made a motion to implement a convenience fee of $6 starting July 1st and Mark Young 2nd it. Marilyn will have a notice sent out to each of the owners with this information.
6. Marilyn Luehrs brought attention to a portion of the Declaration pages regarding foreclosures, explaining that we have not had this issue before by any of the banks, but the last foreclosure there was an issue that the HOA attorney had to get involved and it was suggested by the attorney that the board take a look at amending the wording in this portion. Board asked Marilyn to contact the

attorney to get a suggestion of how it should be worded and then the board will discuss further at the next meeting.

7. Marilyn Luehrs wanted clarification on the commercial vehicles on whether the unit was grandfathered in or the vehicle was grandfathered in for those who are currently parking in the community. The board discussed and said it was the unit that was grandfathered in not the vehicle as long as the replacement vehicle was not larger than the one that was parked at the time of grandfathering. It would be looked into to see if they could park in a different spot within the community, so that owners do not have to come out of their home and see them parked.
8. An owner had asked Marilyn Luehrs if she would bring up at the meeting if there were any talk of tennis courts and how much it would be for each owner if they had to contribute. The board stated that no there is no talk of tennis courts and there is no room to put them at this time within phase I.
9. Marilyn Luehrs asked if an approval for owners could be implemented to where the HOA would do background checks. The board discussed and decided to hold off on this at this time.
10. Dan Hibma explained that some of the pavers by the pool deck need to be replaced due to settling. He stated that Dan Luehrs called 4 or 5 companies and only one responded and that was the original company who did the pavers when built. The estimate was for $3600. Board all was in agreement that something needed to be done to prevent injury. Dan Hibma was going to look at the pavers and see what was all going to be repaired.
11. Dan HIbma brought up that an estimate was given for the repairing of the edges of the buildings. The estimate was for $425 per edge. Dan Hibma thought that was high and Marilyn Luehrs stated that Dan Luehrs did talk to Intellectual Design and they were going to see what they could do to get this a little lower. Marilyn will report to board once she gets this information.
12. Marilyn Luerhs brought up about all the Direct TV or Dish network dishes around the community and that there are 9 units that have them behind their units which many of them hang over the grass that does affect the lawn care. The board has asked Marilyn to check more into this with getting more information and what options could be and present it at the next board meeting.
13. Lana Gardehl brought up about the pool umbrellas should be replaced as they are fading and not looking nice, wanting something that can be tilted, and raised up and down. Board asked Marilyn to check on this cost as well when checking into chair replacement.
14. Shane Wood made a motion to adjourn the meeting and Mark Young seconded it.