

Heritage Key Villas Association, Inc.

Kissimmee, FL

MINUTES OF BOARD OF DIRECTORS MEETING

December 20, 2021

5:00pm

Those present at the meeting: Dan Hibma, Mark Young, Dan Curtis, Shane Wood, Jennifer Gonzalez, Ben Diehl

1. Dan Hibma called the meeting to order.
2. Proof of notice of the meeting was given and a quorum was established.
3. The September 2021 minutes were reviewed, Mark Young made a motion to receive the minutes, and Shane Wood, seconded it.
4. Dan Hibma, asked if anyone had any questions regarding the up-to date financials up to the point of the meeting; no one had any questions.

UNFINISHED BUSINESS

- Security company has submitted an updated pricing request for 2022, the board has approved the request, and all changes will take place as of January 1, 2022.

NEW BUSINESS

- Dan Hibma addressed the board to recognize Jeff Chase for his services to the association, and to acknowledge Jennifer as the official CAM.
- Dan Curtis made a motion to make parking spaces by the mailboxes as temporary mailbox parking only. Shane Wood seconded, all approved. Motion was passed; Jennifer will work on having signs made to designate two parking spaces.
- Board discussed holiday decorations within the community and the need for guidelines. This year has seen a large use of over-sized inflatables, and decorating outside of one's personal unit space. Board is in agreement to create guidelines; Jennifer will put together for the board members to review.
- Jennifer notified the board of a potential HOA litigation concerning new owner of 2013 Grand Oak Dr. Owner is in violation of community rules involving long-term rentals within the community and has not cooperated in bringing his unit into compliance. Owner submitted an attorney letter to the HOA, and the HOA has responded. This is ongoing, and Jennifer will keep the board informed.
- Jennifer brought up the possibility of needing to update the HOA documents concerning approved 3rd vehicle parking. Dan Hibma stated additional parking is coming to the Phase 2 area so the documents can remain as is for now.
- Current board President addressed the other directors to discuss the passing of board member Roger Lucas, and the changes that have taken place. The board has appointed Ben

Diehl to fill the position for the remainder of the term, per the HOA guidelines. Dan Hibma notified that he will be stepping down as the President of the Board and will take the position of Treasurer. Mark Young has been appointed as the board President. Ben Diehl took a few moments to speak and give details on his background; he is involved in the building of the next phase of Heritage Key Villas, and was involved in the original construction and management of Heritage Key Villas when it was newly constructed. Ben worked very closely with Roger Lucas throughout the years. Shane Wood made motion to approve the changes, Dan Curtis seconded, all approved and motion was passed.

ADJOURNMENT Mark Young made a motion to adjourn, and Dan Curtis seconded it.