

Heritage Key Villas Association, Inc.

Kissimmee, FL

MINUTES OF BOARD OF DIRECTORS MEETING

May 16, 2016

5:30 pm

Those present at the meeting or by phone conferencing: Dan Hibma, Mark Young, Dan Curtis, Shane Wood, and Marilyn Luehrs and (the beginning of meeting) Attorney Rick Caron.

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 2016 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 2016 financials up to the point of the meeting. No one had any questions Mark Young made a motion to receive the financial report and Shane Wood seconded it.
5. The 2016 Budget was discussed, Shane Wood made a motion to approve the 2016 budget and Mark Young seconded it.

OLD BUSINESS

1. The painting was discussed- regarding some of the rust was bleeding through. Dan & Marilyn Luehrs had communication with Jim the painter for this project and he came out to fix the areas that this was happening to at that point and time.

NEW BUSINESS

1. Dan Hibma had Rick the attorney (who was the attorney who wrote up the originally HOA documents at the time of the development of the community) explain about Phase 2 documents that needed to be implemented in order for Phase 2 project to move forward. Dan Hibma also shared his perspective of why the documents need to be in place. He also stated that the county sent out a letter stating that there was a moratorium placed for 6 months within the county regarding all building permits, but that he was told this should not affect the finishing of the current empty shells. The board approved the documents with a motion made by Shane Wood and Dan Curtis seconded it.
2. Dan Hibma and the board wanted it known the appreciation for Max Eckerson who has worked and lived on property for the last 4 years doing misc. things including lawn care and doing a good job at helping take care of the community. Max will be leaving the end of the month as he will be getting married and moving away from the area. Thank you Max for all of your hard work.
3. Dan Hibma explained that D & M will no longer be doing the lawn care due to employment changes with Max leaving, there is a lawn care company in place to take over June

1st, However there are somethings that D & M provided that this company is not, therefore he presented two contracts from D & M Home & Lawn Care (one for the HOA use of a vehicle that D & M owns, and the other for irrigation). Marilyn explained that the new lawn care contract does not include irrigation and that D & M uses one of their vehicles all the time for HOA purposes which was not charged out before since they had the lawn contract, but since they are no longer going to be doing the lawn, but that HOA will still be needing to use a vehicle regularly, there needed to be a contract in place for the vehicle.

4. Marilyn Luehrs presented a modification request from the owner at 2027 Grand Oak, to replace some windows and to add a water softener outside the unit. The board has requested for the owner to submit specs. From the company that he will have install the windows of what kind and what they look like from the outside before the board will approve. Regarding the softener- board has said that it will need to be a softener installed inside the unit, but that he could present specs for this as well of what it will look like if installed outside.

5. Marilyn presented that there have been issues that Jennifer is having to deal with not during office hours and sometimes during office hours. Marilyn requested for more hours for security. Board has approved for security hours to be increased with them now coming in at noon on the weekends. Mark Young is also going to check into what company is used for key cards in other communities for pool and clubhouse to help secure these areas.

6. The board has approved that the theatre room can only be used if there is someone over the age of 18 present in the room.

7. Marilyn mentioned that there was a request by an owner to have a tree removed and another one trimmed. The board has approved for them both to be trimmed but not removed.

ADJOURNMENT

Shane Wood made a motion to adjourn and Dan Curtis seconded it.