

Heritage Key Villas Association, Inc.

Kissimmee, FL

MINUTES OF BOARD OF DIRECTORS MEETING

September 1, 2020

4:00pm

Those present at the meeting via Zoom: Dan Hibma, Mark Young, Jennifer Gonzalez, Shane Wood, Dan Curtis, Dan Luehrs, Jeff Chase

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 2020 minutes were reviewed, Shane Wood made a motion to receive the minutes, and Dan Curtis, 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.

OLD BUSINESS

- The Board discussed the proposed need for tarring of the community roadways. Board acknowledged this was done in areas and looked nice. Would continue as needed.
- Large Oaktree in the roundabout was beginning to rot and looked at for removal. Tree had extensive trimming to remove weight. It was noted that the tree has new growth, showing that it is still in good condition.
- Pool gate was discussed in previous meeting as it was dented and worn. A new gate has been installed with an updated locking mechanism.
- Use of the conference room was reopened from previous meetings, Dan Hibma, Board President stated the issue has been discussed and resolved. New guidelines have been posted to the conference room.
- Continuation of discussion for HOA having home owner approval – Dan Hibma was going to speak with HOA attorney who drafted the documents. Temporarily put on hold due to Covid-19. Will visit surrounding HOA's when permissible.

NEW BUSINESS

- The Board discussed the growing number of service animals within the community which are not within the breed requirements. Should the HOA look at removing the breed requirements and base it on behavior within the community? Shane Wood asked to verify if the HOA would be responsible for any potential dog bites or situations. Dan Hibma is going to speak with the insurance advisor.
- HOA violation procedures were gone over for review. An outline was provided to show the policy that is followed for each violation. The Board had no follow-up questions.

- Security guards were discussed – Is there a need for more guards on property at a time, and how to keep the guards following procedures. Mark Young recommended the use of technology requiring the guards to check in at different checkpoints, and a possible GPS tracker. Jeff Chase is going to discuss further with Jennifer regarding companies and what is provided in other areas.
- Neighboring community has tire spikes at their exit gate to prevent entry through the exit, is this something that would be of use to the community? Shane Wood made mention that he has seen people entering through the exit on various occasions, and it was also noted that Amanda Boyd has seen this occur when she leaves the community after work for the evening. Dan Luehrs is going to call around and gather quotes and it will be discussed again at the next meeting.
- Dan Luehrs provided an update to the Board on deck work being done at the pool. It was explained they are replacing boards on the deck as needed, and will continue to do so until all is in good condition. Deck joist is in good condition, but he did request the Board allow for replacement of the railing. The Board requested he get a quote from the same company that replaced the pool entry gate, and to continue replacing deck boards as needed.

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