

# **Weems Plantation Homeowners Association, Inc.**

Board of Directors Meeting - Minutes

January 21, 2016 - 7:00 pm

Meeting called to order by Randy Pupo, President at 7:05 pm.

The following board members were present: Randy Pupo, Bruce Belrose

Absent Board members; Julia Lunt, Dwanna Hill

Also present were Cheri and Diane with Lewis Property Management (LPM), LLC.

**Guests:** Evelyn Sewell, Joyce Graham, Shirley Roberts, and Mack & Judy Hicks

**Guest Speakers:** None

**Minutes:** Minutes for December 10, 2015 meeting were approved with a minor change via Motion from Bruce and a second by Randy, all approved.

**Modification to the Agenda:** Joyce Graham requested that one item be added to New Business.

**Property Management Message:** Randy opened the meeting with a New Year message and stated that he is excited about the new events in the community. He also thanked everyone for coming and Evelyn for hosting the meeting.

## **New Business**

- a. A Committee has been formed to begin the process to revise the current Association documents. It was requested that LPM research if there are any new statutes that will effect this process.
- b. The Fines and Violations Committee procedure was reviewed with the Board by LPM. It was discussed that the Committee be formed by three members other than the Board members. The Committee is a necessary step to enforce the Covenants and Restrictions and recruitment will be a focus.
- c. LPM contacted the Owner at 3494 Lands End Lane about his gutter extensions. The Owner stated that the work was complete. This item was tabled until the next meeting to discuss action.
- d. LPM coordinated with the City of Tallahassee to have tree overgrowth removed at Weems Road and Dartmouth Drive. Board and Community was pleased with the improved safety by provided adequate site distance.
- e. Motion was made by Bruce, seconded by Randy that LPM make a \$5,000.00 transfer to the Reserve account. LPM to call Cadence Bank to establish the percentage of interest payable on a certificate of deposit for a six month and one year term.
- f. Cheri reported that James Moore and Associates was issued a check for the audit in the amount of \$3,900.00 with "paid in full" written on the check so they

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have been paid in total for the community audits, as the check has been deposited.

- g.** The common area entranceways have had water meters in the Developer's name for some time. There was a problem trying to have these accounts transferred into the Association's name. LPM has paid a \$50.00 deposit and the last bill of approximately \$18.00, and has reported that these are now our accounts.
- h.** Homeowner that resides at 3507 Barnstaple Drive contacted LPM about tree limbs that hang over her home from the Association common area located in the easement area adjacent to her home. LPM to contact AAA Tree Service, Bill Armstrong and one other vendor to acquire bids to have this work completed.
- i.** A cleanup effort by the City of Tallahassee behind the community park was discussed. It appears as though they will be removing debris from the creek bed. Once the land is dry, Bruce Belrose will investigate further.
- j.** Due to health concerns, Joyce Graham has to resign her duties for the Community. She has been an integral part of the Association's success by serving as the Welcoming Committee, an active member of the Event Committee and also takes care of the bulletin board for the Community. Her volunteer efforts have been much appreciated and the Board thanked her for her service. Joyce will continue her service through June, but will only remain on the event committee thereafter.

### **Old Business**

- a.** Conservation area cleanup –LPM to contact Chiles High School about volunteer opportunities.

### **Financials**

December 2015: total income \$1.01; total expense -\$6,669.23; net income: -\$6,668.22

Motion was made by Bruce, seconded by Randy to approve the December financials.

### **Committee Reports**

**Code of Rules:** Violations were processed and submitted to Board.

**Grounds Maintenance:** It was requested that LPM ask Brian Durden to check the functionality of the irrigation system.

### **Events:**

The following is a list of upcoming community events:

Mardi Gras February 20, 2016 from 3:00 to 5:00 pm, backup February 21<sup>st</sup>

Egg Hunt March 19<sup>th</sup>, 2016 from 10:00 am to Noon, backup March 20<sup>th</sup>

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Garage Sale April 9<sup>th</sup> 8:00 am to Noon, LPM to advertise in the Democrat April 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> and also advertise on Craigslist on April 8<sup>th</sup>.

It was requested that LPM cut a check to the event committee in the amount of \$75.00 for prizes for upcoming events.

**Welcoming Committee:** Three (3) welcome visits were made on December 6, 2015. No home sales occurred during the past 30 days.

**Website:** LPM to post an Oktoberfest announcement, and will update minutes and documents with web designer on new site next week. LPM is very pleased with new design.

**Crime Watch:** No incidents in the past 30 days within the community.

**Architecture Committee:** One (1) request submitted in the past 30 days. Tree Removal request 3461 Saltash Lane approved on January 13, 2016

**Comments:** None

Meeting adjourned at 8:15pm

Next meetings: February 11, 2016 and March 10, 2016 at 7:00pm