

Plantation Point Community Association  
Minutes of Board Meeting  
January 7, 2015

Meeting was held in the conference room of KK Marketing and called to order at 6:00 pm by Charlie Sciarini.

Board Members in attendance were: Charlie Sciarini, Patti Wright, Inga Jahn, John Fletcher, Mark Eby, Greg Orzeck with Scott Tinman arriving later in the meeting. Homeowners also in attendance were Jack Englert, Charlie Carroll, Rich Barber & Janet Hughes with Tom Gagne arriving later in the meeting.

Patti requested permission to record the meeting and there were no objections.

Charlie Sciarini began with explained a new policy for Board Meetings. He explained that non Board Members would be given a 3 minute time limit per issue for comments or questions. Committee Chair's are excluded in this timing while giving reports but would otherwise be asked to also limit their comments to 3 minutes. This policy will keep the meeting moving along and also assist Patti in keeping up with writing minutes.

Charlie introduced Rich Barber who was giving a presentation on potential changes to the PPCA web site. Rich has volunteered to take over the web site from Frank Blake, who had no objections to this. Rich wanted to be able to get involved in the community but splits his time between his home and another home in New York. Taking over the web site enables him to stay involved and he can manage the site at either home.

Rich then reviewed his progress to date on the upgraded web site. He is using a more modern platform called Word Press, which uses the "cloud" and can be accessed not only by computer but by mobile devices as well. He stated the site will be easily maintainable. Once done he can teach anyone to update it. Rich would like at least two other people to be able to maintain the site.

Board Members will decide what will go onto the site. The intent is to have announcements such as dates of Board and ARB Meetings, covenants, by-laws, homeowner roster (which will be password protected), minutes of meeting (once approved) etc. posted in a timely manner. Homeowners will have the option to have their e-mail automatically notify them of any new posting. Rich stated that the Homeowner Roster will be on a shared google document and he will provide the link to Board members and/or person responsible for the roster updates. When a change is made to that document, it will automatically upload the change to the web site. Stated again that this roster is password protected. Charlie Sciarini will find a volunteer to assist in keeping the roster updated.

Rich then spoke about a website called Nextdoor. Mark & Julie Eby knew about this site and encouraged homeowners to join the Plantation Point Nextdoor site. So far about 15 people have signed up but little has been done with it so far. Rich felt this was a good site but a little worried about other community homeowners being able to post on our site. He suggested we work on getting our own site working properly before pursuing more interest in Nextdoor. All agreed with him. Once the website is finalized, Charlie will send out an e-mail to notify homeowners of the change and encourage them to use this site. Rich said he could also send out an "invite" to homeowners from the site to join.

Rich will be contacting Frank Blake to work with him on having the domain name transferred to this new account. Frank will also send the URL link to Board Members and is encouraging them to look at the site and give him feedback.

Jack Englert gave a report for the ARB Committee. Stated they went over the plans for the Collins home (Lot 1). House fits on lot. They are now awaiting landscape and color plans.

Jack also reported that John Fletcher and George Alznauer both submitted requests to have trees trimmed which was approved. Also, the Moore's reequested permission to put in a patio with pavers which was also approved.

Charlie Sciarini asked if the builder of the Collins home had agreed to pay for any damage done to the cul-de-sac during construction. Tom Gagne replied that they had spoken to the them face to face but had not added it to the letter sent out to the Collins. He will redo the letter and ask for the builder to agree in writing to this request. Charlie Sciarini asked for a motion be made allowing the Collins to move forward with their plans to build on Lot 1. Mark Eby made the motion with John Fletcher seconding. All voted Aye. Scott asked for a clarification as to why the Board was voting on an ARB matter. Charlie explained that the ARB had asked the Board to approve decisions because the Board is indemnified and the ARB is not. John asked if homeowners were being asked to put their requests in writing. Charlie responded that yes, people were

asked to e-mail the request or send a letter. This is necessary to keep accurate records.

Janet Hughes raised the question of homeowners being advised of ARB meetings. She stated it is Florida Statute. John Fletcher stated he did not think it was in writing in PPCA documents. Inga stated it was in the documents. Charlie Carroll responded that speaking with the homeowner and the ARB discussing this was not considered a meeting. The meeting is actually part of the Board Meeting in which the Board will now approve the ARB's suggested approval or disapproval. Jack Englert stated it was not necessary to invite the entire community to attend ARB discussions. Charlie Sciarini reiterated how the ARB approval/meeting process will take place. The ARB will do the leg work, make their recommendation to the Board at the Board Meeting and it will be ruled on. All correspondence will be given to the Board at the meetings and kept on file along with minutes of the meeting.

Inga Jahn once again stated that the covenants state ARB meetings must be held and she believes with a 48 hour notice to homeowners. Tom Gagne reiterated again that the ARB did not send out a letter as of yet notifying the Collins of ARB approval but had submitted the letter to Charlie to be presented to the Board for approval. Inga's stated concern is that neighbors surrounding a home which the owners have requested approval for a modification etc would not have an opportunity to know beforehand that it may affect them. She stated case in point was an issue with the Moore property and Mr. Barber not being notified. Tom Gagne said henceforth the ARB will be speaking with neighbors of homeowners submitting a request to get their feedback on the issue at hand. Charlie Carroll stated that even though a neighbor does not approve of the request it does not mean the ARB will not approve it. BUT the neighbor will at least be given the opportunity to speak to the ARB giving input on the request.

Charlie Sciarini distributed minutes of the November 20, 2014 Transitional Board Meeting and asked everyone to read them. Scott Tinman made a motion to accept the minutes as presented with Mark Eby seconding. All voted Aye except Inga Jahn who abstained as she was not present at the meeting of Nov. 20 however she did have a question. The minutes state Jack Englert was the Committee Chairman of the ARB and she wanted to know how did the members of the ARB get on the committee. Charlie stated he appointed people the way the Board has always done in the past. People volunteered and he "grabbed" them quickly. Inga stated two other people had volunteered and they were not accepted. (Secretary note: Only Jack Englert's name is in minutes of first meeting of Nov 20 and not the other members of the committee). Charlie stated that there has always been a limit of 3 people on the ARB and that is how it will be run. Patti Wright pointed out to Inga that the minutes of the second Board meeting held Nov. 20<sup>th</sup> is where Charlie spoke concerning the ARB committee.

Charlie Sciarini distributed the minutes of the second Board Meeting held on Nov 20, 2015.

Inga questioned Tom Gagne asking if he had said he would not mind expanding the ARB committee and he said he in fact had said this. Inga stated that she felt it would be a good idea to expand the committee and the Board has the ability to do so as long as the committee has an uneven number of members. She said that Steve and Andrea Lennon had asked 6 weeks ago to be placed on the ARB committee and they are highly qualified. She asked the Board to consider expanding the committee to 5 members. Charlie stated he was noting Inga's comments but did not want to expand the committee as of now. He would consider this at a later date. He stated he has asked Andrea Lennon to be on another committee but she has not accepted as of today. Inga again stated the Board should make this decision and not Charlie as President. Charlie stated the committee has always been limited to 3. Scott suggested we have a motion. Inga Jahn made a motion to expand the ARB to 5 members with Scott Tinman seconding. Voting Aye were Inga Jahn, Mark Eby and Scott Tinman. Voting No were Charlie Sciarini, Patti Wright, John Fletcher and Greg Orzeck. Motion denied.

Inga then said the Covenants (or By-Laws) state that the Board appoints the ARB members. Mark Eby made a motion to accept Jack Englert, Tom Gagne and Charlie Carroll as ARB committee members. John Fletcher seconded. All voted Aye except Inga Jahn who abstained.

Scott Tinman stated that he felt if anyone volunteered to be on a committee, the Board should allow it.

John Fletcher made a motion to accept the minutes of the second meeting of November 20, 2014. Mark Eby seconded. All voted Aye except for Inga Jahn who abstained citing she did not attend the meeting.

Charlie Sciarini had handed out Certification Letters to be signed by all Board Members and asked that everyone turn them in by the end of the meeting. (Note from Secretary: This was done following the meeting with Charlie giving those letters to Patti Wright. All members signed.)

Security – Mark Eby stated that the exit gate is struggling with the weather getting colder. He anticipates the motor will need to be replaced soon.

Mark also looked into the issue with stop signs. He spoke with Nassau County Sheriff's office who said they have no jurisdiction over stop sign within private communities. If the community wants stop signs they can put them up. Patti asked if the signs would be enforceable and Mark stated they would not, again because it is a private development. The signs would just be a reminder to homeowners to be on the lookout. There was a discussion as to what happened to the original signs. Conclusion was the signs rotted and were taken down. Inga felt the community only needed one sign, at the end of Plantation Point Drive. Others felt there should also be a stop sign at the intersection of Mission San Carlos and Harrison Point Trail. Patti stated she would prefer not to have a red sign but something a little more tasteful. She suggested looking on internet for ideas. Other members agreed with Patti. Charlie asked Scott to take on the project of locating signs that would be suitable and e-mail the Board members with his finding. John Fletcher suggested once the Board locates and approves the stop signs, they could be placed on the street signs as opposed to having another post put up just for the stop signs. All members thought this was a great idea.

Charlie asked Janet if she had a comment. She brought up the ARB and Covenants committee appointments and suggested we check with Mr. Tomassetti on the legality of how those appointments are made. Charlie stated we were not using Mr. Tomassetti as of now due to expense. She reiterated that she thought the President was not supposed to appoint the committees but the Board was supposed to do so. Charlie disputed this and Janet stated she will check on this. Charlie reminded her that the Board had just voted on the ARB committee and the Covenants committee issue will be discussed later in the meeting.

Charlie asked for the Secretary report. Patti stated she did not have anything to report.

Treasurer's Report – Greg Orzeck said the notice of the 2015 HOA Assessments payment and due date were sent out today. Payments are due on Feb. 15, 2015 with a late fee applicable on March 1, 2015. There was a question as to whether the dues are required by Feb 1<sup>st</sup> or 15<sup>th</sup>. There was a clarification with Greg stating Feb 15<sup>th</sup> is the due date.

Greg spoke with ATT regarding the phone bill for the gate. He was able to renegotiate the bill. We are currently paying \$114 per month and he got it down to \$54 per month. This rate will be good for at least the next year.

, Greg reviewed bank account. As of today we have \$2640.04 in operating account. \$39,830.71 in the reserve account. There are a few remaining bills to pay this month. He stated we have a \$950 credit with FPU. Greg stated he will soon have a spreadsheet available with the 2015 budget along with the 2014 year end numbers. He will also give this to Rich Barber for the web site.

Greg stated that Kathleen Spicer paid her 2015 dues in 2014 and Jack Englert had deposited this. All other HOA assessments will be posted in 2015.

Maintenance Report – Inga reported on the pressure washing of the front walls. She feels the walls do not need washing. The problem is the continuous bleed thru of rebar and nicks by weed eaters at the base of the wall. She suggested painting the base a dark color.

Landscaping – On December 4<sup>th</sup> a dead palm tree was removed from the cul-de-sac by Matt Milar's home. She planted a plant there instead of replacing the palm with another tree. She announced that Greg Orzeck has donated \$250 towards the beautification of the cul-de-sac by his home. She said the cul-de-sac is almost finished and when there is no danger of frost, the colorful plants will be planted.

Inga suggested that she wants to put pine straw at the SW cul-de-sac (by Matt Milar). She hopes to do this in the next few weeks.

John Fletcher up lighting at the front entrance. He felt that the lighting on the trees needed to be stronger. Inga replied that to do so would be more expensive but agreed with John. Question was raised as to how expensive new lighting would be. Inga will speak with Charlie Franz and ask him to look into this. She also suggested we take another look at getting new carriage lights on the entrance wall.

Inga then reported that she will be cutting back the nandina at the front island. She needs to do this in order to get them to grow bushier.

Charlie Sciarini asked Inga Jahn if the Trim All contract says they are to clean all curbs in the community. She said no.

Only grates at storm sewers were cleaned up by Trim All. Charlie stated that a homeowner thought Trim All was responsible and he will put this information in his next communication to homeowners.

Inga reported a few dog walkers are not picking up after the dogs and the cul-de-sac by Greg Orzeck is especially bad. Charlie stated he will either talk to the offenders or send them a communication. (Several people have witnessed who the offenders are). Greg stated he has cleaned up after the dogs on many occasions. Scott suggested Charlie Sciarini put a reminder in his next communication to homeowners. Discussion of several violations ensued including dogs being allowed to be out without leashes etc.

John Fletcher reported on Covenants. He has reviewed our covenants, by-laws etc and marked all areas in which covenants are mentioned. He has also collected 5 or 6 HOA Covenant packages. John is ready to move forward with getting a committee together to revise the PPCA Covenants. Charlie stated he has volunteers lined up and is awaiting Andrea Lennon's response to his invitation to be on the committee also. Other persons interested in being on the committee are: Tom Gallagher, Charlie Franz, Patty Sciarini, Mary Ellen Carroll. John will contact these people soon to set up initial meeting. Inga felt the committee should be larger and she was also interested in being on the committee. John and Charlie both stated that a larger group would be cumbersome and it would take much longer to revise the documents.

John stated that he would like to see changes to the ARB documents be done at the same time. He also feels those documents are cumbersome in reading and should be in "English". Too much legal wording and developer boiler plate. Regardless of opinion, the documents need reviewing and revising.

Janet Hughes stated that the 2009 Revision of the HOA documentation had all the developer language removed, which was done by Jim Grethe. She asked if anyone thought Jim still had the information on his computer. John Fletcher stated that the 2009 Revision was never submitted to the County and therefore the committee will be starting from scratch from the original documents written by the developer.

Janet Hughes was given the floor to speak. She voiced concern that homeowners should be able to get copies of the minutes of Board Meetings quicker. She stated the Board only met a few times in 2014 and waiting for months to see the approved minutes is unacceptable. She felt if the Board met every month this would not be a problem. Scott suggested a possible solution to this and made a motion. The motion was that if the Board did not meet within two months of previous meeting, the minutes would be provided to the Board via e-mail and voted on via e-mail. Mark seconded the motion with all voting Aye. Motion carried. At that point the minutes would be posted on the web site. Charlie Carroll suggested that when the Board Members receive a copy of the unapproved minutes of a Board meeting, they should be given a time limit to read and respond. Charlie Sciarini concurred. Should there be a problem with getting quick responses a new motion will be made to have a strict time limit put on the response time.

Janet once again brought up the issues of how the ARB will handle meetings/decisions. Charlie explained once again that the ARB meeting will be in conjunction with a Board Meeting with the Board voting on ARB recommendations. Charlie mentioned that members of the ARB are not covered on the insurance policy protecting the board members. Janet does not feel this is legal and that the ARB is supposed to be a separate entity with separate meetings in which the homeowners would be allowed to attend. Tom Gagne stated he felt the ARB is doing things legally and they only review plans, requests etc. The ARB does due diligence and the Board votes. Janet asked if homeowners had to wait until the next Board meeting for decisions. Tom says information will be sent to the Board and they can have a special meeting or vote via e-mail when a decision needs to be made in a timely manner. Janet stated her opinion again that the way this is handled is not legal and she will send a copy of the statute to the Board. John Fletcher said the Board is an extension of the ARB. Inga stated the Board is not to be an extension but separate. Continuation of discussion ensued with same material being covered as earlier in the meeting.

Charlie Sciarini asked if anyone had New Business to discuss. No one responded.

Scott Tinman made a motion to adjourn. Inga seconded. All voted Aye.  
Adjourned at 6:39pm