

WISTERIA PARK HOMEOWNERS ASSOCIATION
HOA Board Meeting
Monday, December 14, 2020 3:00 pm
Location: Zoom

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Call to order: The meeting was called to order at 3pm.

Determination of Quorum and Proper Meeting Notice: A quorum was established with all five board members present; Maureen Hooper, Ray King, Randy Miller, Jan Carroll and Paul Tobin.

Approval of previous meetings Minutes: November 23, 2020 MOTION made by Maureen, seconded by Randy to approve the minutes as presented, with Randy's note correction; remove "Neal" under approved colors. MOTION passed unanimously.

Reports of Officers and Committees

President: No Report.

Vice President: Ray reported on tree removals resulting from the recent storm, an invasive vine growing into residents' property, invasive weeds close to the ponds and steps taken to address these issues.

Treasurer: Randy reported from the November 30, 2020 financial statements.

Secretary: Jan is working on updated community photos.

ARC: A ZOOM meeting is scheduled for tomorrow.

Hardscape: See Unfinished / New Business.

Handy Team: Shelves installed at the pool pump room.

Common Area Landscape & Irrigation: See Vice President's Report.

East Side Landscape: December meeting is postponed until January. There is a vacant seat on this committee. There was a walkaround on Friday, December 11th with West Bay.

Managers Report (Action Items, Violations, etc.)

- The annual meeting will be held via ZOOM. The second notice will be sent 30 days in advance.
- There are two homeowners 60- 90 days past due. Sunstate will follow up.
- An owner reported their mailbox is still allowing water intrusion. The Handyman Team will follow up.
- Nicole will send Ray the homeowner directory.
- Nicole confirmed that the compliance issue regarding plantings down to the pond are to be removed.
- Nicole will follow up regarding the SWFWMD pond inspections.
- Rochelle will send Paul the constant contact analytics.

Homeowners Comments

- Felicia commented on the lighting at the entrances and the importance to avoid excessive lighting.
- Gail thanked Jan and the Board for the well done newsletter.

Unfinished Business:

- **Landscaping Update for Entrances and Pool:** Randy provided a status update. The project is almost complete.
- **Monument Updates:** This project is complete, and the monuments look great. Superior Architectural Solutions submitted a proposal to repair the aluminum pergola. There are 13 pieces to be replaced. **MOTION** made by Maureen, seconded by Paul to approve the proposal in the amount of \$2,853. MOTION passed unanimously.
- **Mailbox base update / Mailbox replacement parts:** Paul provided a project update. The mailbox replacement parts have arrived. They are in the pool storage area.
- **Gutters and Sidewalk cleaning update:** This project began today.
- **Damaged Speed Limit Sign:** The sign is located on the right, as you enter the community from the 21st Ave. Entrance. The cost for a full repair is \$500. **MOTION** made by Maureen, seconded by Jan to approve the repair, within county code, not to exceed \$500. MOTION passed unanimously.
- **Annual Meeting:** This meeting will be held via ZOOM on Monday, January 25th at 3pm.
- **HOA Board Recruitment for 2021:** The Board encouraged owners to consider volunteering.

New Business:

- **Lighting at Entrances:** Lighting options were discussed. Maureen will take the lead to obtain recommendations and options.
- **Duval Landscaping:** Steve and Taylor of Duval Landscaping joined the call. Duval starts landscape maintenance services effective January 1, 2021.

Next meeting: Annual Meeting January 25, 2020 at 3:00 pm Location: ZOOM Meeting /TBD

Adjournment: With no further business to discuss, the meeting adjourned at 4:01pm.

Wisteria Park HOA documents are available at: www.wisteriaparkhoa.com