

WISTERIA PARK HOMEOWNERS ASSOCIATION
HOA Board Meeting
November 27, 2023, 3pm
Zoom Meeting
MINUTES

Call to order: The meeting was called to order at 3:03pm.

Determination of Quorum and Proper Meeting Notice: A quorum was established with the following board members present; Lori Crick, Louie Roseman, Dave Hooper, Paul Tobin (joined at 3:10pm), and Jan Carroll. Meeting notice was posted in accordance with FL ST 720 and the association's governing documents.

Approval of previous Board meetings Minutes October 23, 2023, MOTION made by Louie, seconded by Jan to approve as presented. MOTION passed unanimously.

Reports of Officers and Committees:

Vice President: Dave Hooper gave the report.

- Charlie is no longer with Brightview. Pierre (Filipe) is the new BV manager.
- **MOTION** made by Dave, seconded by Jan to approve the 2024 Brightview contract with a 4% increase, all services to remain the same. MOTION passed unanimously.

Secretary: Newsletter was sent out.

ARC: Met 10/26 and approved door and house colors. Open item: Design Guidelines to be updated in accordance with the recent tree / clean slate letter. Paul has the lead to revise.

Common Area Landscape & Irrigation:

- Mulch began today.
- Update to previously approved Brightview quote: New plan o regarding boring underground to reach a 4 inch main line, so the new plan allows for sod in that center area.

Managers Report (Action Items, Violations, etc.) :

- 2024 coupon books have been ordered.
- 2024 Approved budget is posted on the website.
- Accouts receiveable report and October 31, 2023 financial statements were sent and posted.

Unfinished Business:

Resolution/Tree Removal/Replacement Letter: **MOTION** made by Jan, seconded by Paul to approve the resolution as mailed to owners. MOTION passed unanimously. Dave will send Sunstate front yard photos for tracking.

Clean up along 17th Ave inside HOA fence: Completed.

Pool Gate - Lock Options, Signage, Cameras: Dave presented the options.

- Improve security. Reduce liability.
- Add emergency exit.

- FOB card to replace key.
- Dave presented the camera / video monitoring proposal. The Board reviewed and discussed. The initial cost would be paid by surplus funds.
- **MOTION** made by Dave, seconded by Jan to approve the proposal in the amount of \$45,000 initial cost to be paid by surplus funds and create a reserve fund for this capital item. MOTION passed unanimously. Dave will send Sunstate the signed proposal.

Monument Letters replacement on 21st: Completed.

Mulch: Underway.

Power Washing: Pending quotes. Paul has the lead.

Review and Revise Board Policies {2018}:

- Landscape Maintenance on Adjacent Property Policy: Amendment in 2018 (original 2015).
 - Maintenance of this area is a concern.
 - This policy was discussed.
 - The policies will be reviewed, and a new policy drafted for approval.

Owner Comments:

- Randy asked if the Board researched a lease vs. purchase options, what the Board's involvement regarding the camera / video system, and if the equipment is proprietary?

New Business:

Board Member Candidates/Elections: Meeting scheduled for January 22, 2024 at 3pm. Location TBD.

- Jan, Paul and Louie Board terms end 2024.
- Dave and Lori Board terms end 2025.

Next meeting January 22, 2024, at 3pm Location: ZOOM Meeting

Adjournment: With no further business to discuss, the meeting adjourned at 4:30pm.

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