

WISTERIA PARK HOMEOWNERS ASSOCIATION
C/O Argus Property Management Inc.
2477 Stickney Point Road #118A, Sarasota, Fl. 34231

Board of Directors Meeting

December 19th, 2016
West Manatee Fire and Rescue Annex
6417 3rd Avenue West
Bradenton FL

MINUTES

DIRECTORS PRESENT: Barbara Morsch, Bob Harcourt, Mike Zelle, Gail Larose . Steve Brockenshire was present for Argus Property Management

CALL TO ORDER: The meeting was called to order by Barbara Morsch at 4:00pm

DETERMINATION OF QOURUM: It was determined that a Quorum was present and that proper Notice of the Meeting was posted in accordance with the Statutory Requirements.

1. Approval of the Minutes of the Board Meeting held on November 28th, 2016. A motion was made by Gail Larose and seconded by Bob Harcourt to approve the said Minutes. The motion carried unanimously.
2. **Officer reports:** There was no report from the President or Secretary. The Treasurer Bob Harcourt provided an overview of the Bank Balances and confirmed the transfer of funds from Stonegate to Cadence Bank. 2017 be the year a Reserve Study will be requested. There was a brief discussion as to the property tax assessment.
3. **Committee report:** A report was provided by Mike Zelle with respect to Hardscapes. The monument logos were cleaned and painted. With respect to the pool the leak was repaired and Jim Wilson has removed the low voltage lighting.
4. Violations form letters were discussed and reviewed. Mike Zelle will undertake to set up the violation process. There was a discussion as to the prohibition of fruit trees and where the language may be found.
5. **Managers Report:** There was a discussion about the protocol to be followed with the new Landscape Company and the availability of a Town Hall meeting in the New Year.
6. **Owners comments:** The Owners present took the opportunity to address items for the Board to consider which included Palm trimming and pond side irrigation.
7. **Old Business:** The pond Pantech report was deferred. The letter to the Homeowners for West Bay was also deferred. Contact will be made with West Bay for a Town Hall meeting in the New Year.
8. **New Business:** A discussion concerning the upcoming Annual Meeting Proxy resulted in a single vote to roll over any surplus. There was to be no waiver of the Accounting Review. The next meeting will be the Annual meeting on January 23rd, 2017.
9. **Adjournment:** A motion to adjourn was made by Gail Larose and seconded by Barbara Morsch. Motion carried unanimously.

Approved by BOD
Feb 27 '17

WISTERIA PARK HOMEOWNERS ASSOCIATION
C/O Argus Property Management Inc.
2477 Stickney Point Road #118A, Sarasota, Fl. 34231

Organizational Meeting of the Board of Directors

Monday January 23rd, 2017
West Manatee Fire and Rescue Annex
6417 3rd Avenue West
Bradenton FL

MINUTES

DIRECTORS PRESENT: Mike Zelle, Gail Larose , Donna Burbidge and Steve Moyer . Steve Brockenshire was present for Argus Property Management.

CALL TO ORDER: The meeting was called to order by Steve Brockenshire at 5:00 pm.

DETERMINATION OF QOURUM: It was determined that a Quorum was present and that proper Notice of the Meeting was posted in accordance with the Statutory Requirements.

1. Mr. Brockenshire requested nominations for the appointment of officers. A motion was made by Gail Larose and seconded by Donna Burbidge to nominate Mike Zelle for President who accepted the appointment and the motion carried unanimously.
2. Mike Zelle assumed the chair of the meeting and made the following nominations Bob Harcourt for Vice President which was seconded by Steve Moyer and carried unanimously. Donna Burbidge for Treasurer which was seconded by Gail Larose and carried unanimously. Gail Larose would remain as Secretary. Steve Moyer would be a Director at large.
3. Mike Zelle then moved that for the ARC committee they maintain the same pattern which would include the President at large, Steve Moyer as Chair person and Gail Larose as Secretary. This was seconded by Donna Burbidge.
4. The Hardscapes Committee person would be Steve Moyer.
5. The Landscape Committee would consist of Donna Burbidge and Gail Larose.
6. Violations: Mike Zelle will put a Violation process before the Board. The process will be defined along with draft violations and sample letters. A Fining Committee will be established.
7. Terms: The remaining terms for the Board members are Mike Zelle, Bob Harcourt and Gail Larose one year. Donna Burbidge and Steve Moyer have two year terms.
8. Adjournment: a motion to adjourn the meeting was made by Gail Larose and seconded by Mike Zelle. The Motion carried unanimously.

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Board of Directors Meeting

Tuesday, February 7, 2017
West Manatee Fire and Rescue Annex
6417 3rd Avenue West
Bradenton FL

MINUTES

DIRECTORS PRESENT: Mike Zelle, Bob Harcourt, Gail Larose, Steve Moyer.

CALL TO ORDER: The meeting was called to order by Mike Zelle at 5:08 pm.

DETERMINATION OF QUORUM: It was determined that a Quorum was present and that proper Notice of the Meeting was posted in accordance with the Statutory Requirements.

1. New Business:

An audit proposal from Menchinger & Tyack was reviewed.

Bob Harcourt made a motion to accept the proposal at a cost of \$1800 to \$2000 for the preparation of a financial statement and \$185 to \$275 for tax services. The motion was seconded by Steve Moyer. The motion carried unanimously.

2. Any Other Business:

Mike Zelle alerted the Board to the review of property management services that was on the action list for 2017. He asked Bob Harcourt to circulate the Wisteria Park overview that he had drafted along with a copy of the current contract with Argus Property Management. Gail Larose agreed to circulate the list of property manager specifications that she had drafted as well as a list of property managers previously contacted for information. This item will be added to the agenda of the next meeting.

3. The next meeting will take place at 4:00 pm on Monday, February 27, 2017 at the West Manatee Fire and Rescue Annex.

4. The meeting was adjourned by Mike Zelle.