

WISTERIA PARK HOMEOWNERS ASSOCIATION
HOA Board Meeting
Monday, June 27, 2022, 3:00 pm
Location: Zoom
MINUTES

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

Determination of Quorum and Proper Meeting Notice: A quorum was established with the following board members present; Maureen Hooper, Jan Carroll, Louie Roseman, Paul Tobin, and Lori Crick. Notice was provided in accordance with FL ST 720 and the association's governing documents.

Approval of previous meetings Minutes May 23, 2022, MOTION made by Lori, seconded by Paul to approve as presented. MOTION passed unanimously.

Reports of Officers and Committees:

Treasurer: Jan reported from the May 31, 2022, financial statements. Duval final payments have been settled. The auditor will make the adjustment for 2021.

ARC: Reminder: requests must be submitted completed. Many submissions are incomplete. Incomplete applications will not be accepted or reviewed.

Common Area Landscape & Irrigation

- Oleanders and Ficus trimming still need to be completed.
- Two light bulbs will be replaced after the trimming.
- Trimming inside new gate still needs to be completed.
- Service driver damaged two mailboxes. The driver has been in contact with Louie. Louie is trying to confirm the cost per mailbox so that they driver can pay for the damage.

East Side Landscape Committee

- **Working through the work order system.**

Managers Report (Action Items, Violations, etc.)

- One account sent to attorney for collections (over 90 days past due)
- Reserve Study meetings planned (July 12 and 13th)
- Working on boundary lines between Mango and Wisteria Park.
- Compliance issues open regarding sidewalk stains.
- Audit review underway.
- 2023 budget planning begins in August.

Homeowners Comments:

- Felicia suggested that labor costs be added to the mailbox repair bill.

- Felicia requested that palm trimming not be included in the East Side assessment dues for 2023.
- Randy asked if the audit is a full audit or review.

Unfinished Business:

- Update on Blue Canopies with Discount: Pending.
- Rust Stain on curbs and sidewalks: Owners received letters. This will be monitored under compliance under the Manger's report.
- Reserve Study update: Underway.
- Workman's Comp Policy: Reviewing details.
- Liability Insurance: Reviewing details.
- Handyman Committee Liability: Still in place.
- Pool and Playground signs: Underway. Maureen will send proof to the Board.
- Code Compliance – trimming: Property line between Wisteria and Mango Park. Reserve Study may be able to assist with an official boundary survey.

New Business:

- Palm Tree Trimming – The Board reviewed the bids. MOTION made by Maureen, seconded by Jan to approve the Clean-Cut Tree Service quote in the amount of \$35 per tree. MOTION passed unanimously.

Next meeting: Monday, July 25, 2022, at 3pm Location: ZOOM Meeting

Adjournment: With no further business to discuss, the meeting adjourned at 3:50pm.

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