

**WISTERIA PARK HOMEOWNERS ASSOCIATION**  
**HOA Board Meeting**  
**Monday, July 25, 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:** Notice was provided in accordance with FL ST 720 and the association's governing documents. A quorum was established with the following board members present; Maureen Hooper, Paul Tobin, Jan Carroll, and Louie Roseman.

**Approval of previous meetings Minutes June 27, 2022, MOTION** made by Maureen, seconded by Jan to approve as presented. MOTION passed unanimously.

**Reports of Officers and Committees:**

**President:** See below.

**Vice President:** No report.

**Treasurer:** Jan reported from the June 30, 2022, financial statements, and the July accounts receivable report.

- CPA review is complete.
- 11 owners are past due for July.
- Water bills coding was discussed. There are three bills (2 reclaimed, 1 for pool area)

**Secretary:** Newsletter will be sent out this week.

**ARC:** 1 meeting, 2 requests (1 approved, 1 partially approved – pending more information)

**Hardscape:** See below.

**Handy Team:** No report.

**Common Area Landscape & Irrigation:**

- Brightview did trimming near 21<sup>st</sup> Entrance. Oleanders still need to be trimmed. Ficus near the pool still needs to be trimmed.

**East Side Landscape:** Palm tree trimming begins August 4<sup>th</sup>. Next meeting: TBD.

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

- Nicole reviewed the compliance report. Nicole confirmed late notices were mailed. Nicole met with Reserve Advisors.

**Homeowners Comments**

- Randy asked about landscaping enhancement plans.
- Randy asked that landscaping be included on the Reserve Study.

**Unfinished Business:**

**Update on Blue Canopies with Discount:** Installed. Reminder to wash and seal annually.

**Reserve Study update:** Underway. We should receive a first draft within the next 30 days. Maureen, Lori, and Nicole met on site with the Reserve Advisors team.

**Pool and Playground signs:** Pending. Paul will send Maureen the sign colors.

**Mango/Wisteria Property Line:** Flagging the line is important so it is confirmed for Wisteria Park HOA and Mango Park owners' property lines. There may be some items of encroachment. **MOTION** made by Maureen, seconded by Louie to approve hiring a surveyor company to mark the property line. Nicole will obtain quotes. MOTION passed unanimously.

**New Business:**

**Budget for 2023:** Sunstate will begin working on the draft budget with the August financial statements in mid-September and then schedule a meeting with Jan and Maureen. The Board will vote on the budget in November. Budget items were discussed. Planning will continue.

**Next meeting: Monday, August 22, 2022, at 3pm Location:** ZOOM Meeting

**Adjournment:** With no further discuss, the meeting adjourned at 3:42pm.

Wisteria Park HOA documents are available at: [www.wisteriaparkhoa.com](http://www.wisteriaparkhoa.com)