

**ST. JOHNS GOLF AND COUNTRY CLUB  
COMMUNITY ASSOCIATION, INC  
BOARD OF DIRECTORS MEETING  
January 18, 2016**

**Minutes**

**CALL TO ORDER**

The St. Johns Golf and Country Club Community Association Board of Directors meeting was called to order at 6:30 pm by Alice Hubbard. Board members present were Patrick O'Neill, Amelia Johnson, James Frederick, Jeffrey Gibbons and Mark Howerton. Alice Hubbard and Nancy McKenzie from First Coast Association Management and three homeowners were also present. A quorum of the Board was verified.

**ELECTION OF OFFICERS**

Amelia Johnson made a motion to nominate Patrick O'Neill to serve as President, James Frederick seconded the motion and it carried unanimously. Amelia then made a motion to nominate James Frederick as Vice President. Pat seconded the motion and it carried unanimously. Pat made a motion for Jeffrey Gibbons to serve as Treasurer. Amelia seconded the motion and it carried unanimously. Mark Howerton made a motion to nominate Amelia as Secretary, Pat seconded the motion and it carried unanimously.

Alice reported that the Board Certification forms had been revised to include the Code of Ethics and distributed the new forms to each member to sign and return.

**REVIEW OF UNAPPROVED MEETING MINUTES**

Minutes from the November 16, 2015 regular meeting of the Board were reviewed following which, a motion was made, seconded and passed to approve the minutes as recorded. (Gibbons/Johnson)

**FINANCIAL STATEMENT REVIEW**

Alice Hubbard presented the financial report for the period ending November 30, 2015. The Association ended the period with year to date operating income of \$883,841.91 and year to date operating expense of \$978,453.97. Accounts receivables for both cable/internet and Association fees totaled \$67,163.13.

**COMMITTEE REPORTS**

**Covenant Enforcement**

Alice advised the Board that the updated Violation Report was in their packets and that at the last meeting there was only one hearing scheduled and no fine was imposed. Alice provided the Board with a committee roster for 2016. Following discussion, a motion was made, seconded and passed unanimously with Jim Frederick abstaining to reappoint the existing committee members and to require new members to serve a 90-day probationary period (O'Neill/Gibbons). The Board asked Alice to remind the committee that the Charter requires both a Chairperson and a Secretary and to ask the committee to appoint a Secretary.

### **Architectural Review**

Alice reviewed the Architectural Report with the Board and reported that all the applications from the January meeting were approved. She then presented the Board with the committee roster. A motion was made, seconded and passed unanimously to reappoint the committee members for 2016 (O'Neill/Gibbons). Alice was asked to remind the committee that the Charter requires both a Chairperson and a Secretary and to ask them to appoint members to fill these positions.

### **Homeowner Liaison**

Two members from the Homeowner Liaison Committee (Bill Stroer and Tom Hudson) were in attendance at the meeting. They submitted a proposal for Board review outlining a re-alignment of the Board which included appointing non-voting Board members who in turn would be representatives in the community and having Board members become representatives as well. Other aspects of the proposal included posting meeting agendas and summaries of board meetings on the website. The Board agreed to post the agenda one week before and a bullet point summary within one week after the Board meetings on the website. The remainder of the proposal is under consideration.

The members present provided a verbal list of the committee members. A motion was made, seconded and passed unanimously to re-appoint the current committee members for 2016 (Johnson/O'Neill).

### **UNFINISHED BUSINESS**

#### **Litestream Arbitration**

Pat reported that the last update from the attorney in mid-December advised that a tentative arbitration date had been set for June 7, 2016 and that both parties had agreed to the date. He stated that the association is waiting on confirmation of the date and time. He indicated that members of the Board would be present at the Arbitration and that former Board members, Mike Conching and Rich Barrett, may also be in attendance to provide their in-depth knowledge of the events leading up to the arbitration.

### **NEW BUSINESS**

#### **Communication Alternatives Discussion**

Discussion was held regarding the current use of social media and the effectiveness in communicating with homeowners. Jim Frederick reported as background that at one time, there was information being disseminated in the name of the HOA and/or Board on Facebook without the Board being aware of it. Since that time, Laura Webb has been administering the Facebook page. He stated that he would like the Board to have more direct control over what and how information is dispersed. Jeff suggested using Nextdoor.com because you had to register as a member of the community to access it. Jim agreed and said he would also like to utilize Twitter. Pat stated he liked the nextdoor.com option because it provided a safety valve to regulate the information.

## **ADJOURNMENT**

The Board discussed holding the Board meetings on a different day and at a different time to accommodate Board member schedules and to allow more homeowners to attend. Meeting dates suggested did not work for some members of the Board or the meeting room was booked. It was decided to leave the meeting date on the third Monday every other month but to move the time back to 6:30. With no further business to come before the Board a motion was made seconded and passed to adjourn the meeting at 7:58 p.m. (O'Neill/Johnson)