

**ST. JOHNS GOLF AND COUNTRY CLUB  
COMMUNITY ASSOCIATION, INC  
BOARD OF DIRECTORS MEETING  
March 21, 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 Patrick O'Neill. Board members present were Patrick O'Neill, Amelia Johnson, James Frederick and Jeffrey Gibbons. Nancy McKenzie from First Coast Association Management and three homeowners were also present. A quorum of the Board was verified.

**REVIEW OF UNAPPROVED MEETING MINUTES**

Minutes from the January 28, 2016 regular meeting of the Board were reviewed following which, a motion was made, seconded and passed to approve the minutes as recorded. (Johnson/Frederick)

**FINANCIAL STATEMENT REVIEW**

Nancy McKenzie presented the financial report for the period ending February 29, 2016. The Association ended the period with year to date operating income of \$210,402.61 and year to date operating expense of \$183,600.43. Accounts receivables for both cable/internet and Association fees totaled \$71,864.04. Amelia questioned a payment made to Yuro and Associates for mailbox refurbishment and discussion ensued regarding the Association contracting to conduct work in the community. Jim Frederick requested Nancy research when this practice began and if it was authorized by the Board.

An e-mail from Margaret Storey, CFO of FCAM, detailing the status of account #1019003 together with a request from the owner to reverse fines and interest and set up a payment plan which provided for repayment within a three year period was provided to the Board. The Board discussed this matter in detail, following which a motion was made by Pat O'Neill to make a counter offer which would remove the fines and interest but require repayment within two years. Jim Frederick seconded the motion and the motion carried three to one with Jeff Gibbons voting in opposition.

Nancy provided the Board with an updated Status of Delinquent Accounts report. Following review, a motion was made, seconded and passed unanimously to move ahead with foreclosure action on accounts 1320017 and 857003 (O'Neill/Johnson). A motion was made, seconded and passed unanimously to move forward with sending the Letter from the Board to accounts 1908 and 292008 (Johnson/Frederick).

**COMMITTEE REPORTS**

**Covenant Enforcement**

Nancy advised the Board that the updated Violation Report was in their packets. She presented the Committee Interest forms which had been filled out by three recent volunteers and a draft committee roster. A motion was made, seconded and passed

unanimously to appoint all three volunteers to the Covenant Enforcement Committee to serve a 90-day probationary period (Johnson/Gibbons). Discussion was held regarding the condition of the yard at 1020 Eagle Point and whether the CEC and Board would pursue remedies under the governing documents to bring this property into compliance. It was noted that a letter had been issued to the owner regarding plants and shrubs covering more than 33% of the lot as provided in the Architectural Guidelines.

### **Architectural Review**

Nancy reviewed the Architectural Report with the Board and reported that 13 applications were reviewed at the February meeting and all but two were approved. She noted that the two that had been denied had re-submitted and been given approval at the March meeting.

### **Homeowner Liaison**

Two members from the Homeowner Liaison Committee (Bill Stroer and Tom Hudson) were in attendance at the meeting. Bill stated the committee continues to send out information from the CDD. He stated that the committee has been communicating with vendors who would like to provide information to be given out in welcome packets for new owners. He said he would also like a list of local vendors to be included in the welcome packets when prepared. Discussion was held regarding the different media utilized for Association communication. Mr. Stroer stated the Board might want to evaluate separating the HOA website from the CDD website and noted that the site is a little difficult to find things on and is somewhat cluttered. He said the Facebook page is good but not sure how many people see it. Jim Frederick suggested talking with Jill to see if there was a way to organize and consolidate the information on the HOA tab.

The Board revisited the draft proposal that was provided by the Liaison Committee at the January Board meeting. Amelia noted that the Board had met with the committee following the last meeting and that most of the requests in the proposal had been addressed, however, Mr. Stroer stated he would still like the Board to consider item #1 on the proposal which proposed adding non-voting members to the Board and appointed them as representatives in the community. Discussion was held and Nancy advised that she would need to research the documents to determine if non-voting members were allowed. Jim Frederick made a motion to table this item until the next Board meeting, Amelia Johnson seconded the motion and it passed unanimously.

### **UNFINISHED BUSINESS**

#### **Litestream Arbitration**

Pat reported that there is no new information to disseminate to the owners and that the Board is waiting for more information as well.

### **NEW BUSINESS**

#### **Adopt Resolution Regarding Fines**

Nancy McKenzie advised the Board that the Florida Statute for 2015 had changed the way in which fines for violations were to be imposed by making the Board the entity responsible for levying fines with the Covenant Enforcement Committee's role to either confirm or reject the fines imposed. She presented the Board with a Resolution which

approves and imposes the automatic imposition of fines for continuing violations. Jeff Gibbons requested that the Florida Statute be supplied before the Board adopted the resolution. Pat O'Neill stated he would like the Association's attorney to review the resolution prior to adopting it as well. Nancy was asked to send the Board the Florida Statute and the Board agreed to provide Management with their decision prior to the next CEC meeting on April 11<sup>th</sup>.

### **MISCELLANEOUS DISCUSSION**

Jim Frederick stated that at the Director Certification and Legal Update seminar that he attended, the presenter, Mike McCabe, had indicated that it was necessary for each Association to include use restrictions for flying drones within the community. Discussion was held and Nancy was tasked with determining how such an amendment would be implemented.

### **ADJOURNMENT**

With no further business to come before the Board a motion was made seconded and passed to adjourn the meeting at 8:10 p.m. (Gibbons/Johnson)