

**ST. JOHNS GOLF AND COUNTRY CLUB  
COMMUNITY ASSOCIATION, INC  
BOARD OF DIRECTORS MEETING  
September 18, 2017**

**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 Jeffrey Gibbons, President. Board members present were Jeffrey Gibbons, Robert Sevestre and Patti Ernst. Alice Hubbard from First Coast Association Management was also present. A quorum of the Board was verified.

**REVIEW OF UNAPPROVED MEETING MINUTES**

Minutes from the regular meeting of the Board held July 25, 2017 were reviewed following which, a motion was made, seconded and passed to approve the minutes amended to add Matt Gulden as being present and eliminating the motion to adjourn. (Sevestre/Ernst)

**FINANCIAL STATEMENT REVIEW**

Alice Hubbard presented the financial report for the period ending August 31, 2017. The Association ended the period with an operating balance of \$138,276.43, year to date operating income of \$613,659.69 and year to date operating expense of \$597,875.24 Accounts receivables for both cable/internet and Association fees totaled \$36,604.73. Alice also reviewed with the board the delinquent accounts greater than \$1,000. Following review, a motion was made, seconded and passed to approve the financial report as presented. (Sevestre/Gibbons)

**COMMITTEE REPORTS**

**Architectural Review**

Alice reported that the ARC meeting for August had been rescheduled due to the hurricane. A homeowner inquired as to consideration of metal roofs in the community. Alice advised there was no reference to a specific type of roofing material in the ARC guidelines. Following discussion, the Board advised that the owner should make a request through the Architectural Review Committee for the desired roof. Should the request is denied, and then an appeal can be submitted to the Board for consideration.

**Covenant Enforcement**

Patti Ernst, Board Liaison to the CEC, advised she had attended the September committee meeting. She advised the Board that in light of the recent hurricane, the committee would not be selecting yards of the month for the remainder of the year. She advised that the committee is very active and doing a great job and the next inspection would be conducted this week.

**Neighborhood Watch**

There were no representatives from the committee present. The committee Chairperson Kimberly Kalke had submitted in advance a proposed charter and committee guidelines

for Board review. The Board discussed and reviewed the proposed charter and felt that it needs revisions, specifically to limit role of the committee to being on the lookout for suspicious activity rather than actively patrolling the neighborhood. A motion was made, seconded and passed to appoint Bob Sevestre as the Board Liaison to the committee and to task him with working with the committee to revise the charter and guidelines as required. (Ernst/Gibbons)

## **UNFINISHED BUSINESS**

### **Tree Removal Guidelines Policy**

Alice provided the Board with a proposed form to be utilized by the Architectural Review Committee in making recommendations to the CDD regarding tree removal in the CDD right of way leaving the final decision up to the CDD. The Board reviewed and approved the proposed form and approved the protocol for an owner making a request remove a tree in the CDD right of way.

## **NEW BUSINESS**

### **Preliminary Review of Proposed 2018 Budget**

Alice provided a draft of the proposed 2018 operating budget and supporting assumptions for Board review. Discussion was held following which the Board made some adjustments to the budget including eliminating the line item for bad debt. The budget was approved for mailing to members with the modifications as discussed. The budget as proposed reflects a 5% increase primarily as a result of the annual contract escalation clause in the bulk contract with Comcast for cable and internet services.

## **MISCELLANEOUS DISCUSSION**

There was no miscellaneous discussion.

## **ADJOURNMENT**

With no further business to come before the Board Jeff Gibbons adjourned the meeting at 7:52 p.m.