

Approved

**Royal Pines Homeowners Association, Inc.  
Board of Directors Meeting  
May 21, 2008**

**I. CALL TO ORDER**

Claude Abbott called the meeting to order at 3:00pm.

**II. ESTABLISH A QUORUM**

A quorum was established with the presence of Board Members Claude Abbott, Frank Long, Peter Smith, Tom Bass and Charles Morand.

Representing MAY Management Services: Tim Hutchison and Wendy Votava.

**III. APPROVAL OF MEETING MINUTES**

Frank Long made a **motion** to approve the minutes of the February 20, 2008. Tom Bass seconded with all in favor.

**IV. TREASURER'S FINANCIAL REPORT** - Frank Long reported the financials as of April 31, 2008

Operating fund balance	\$36,815
Reserve fund balance	\$116,259

1<sup>st</sup> Quarter of 2008 is right on target with budget.

Charge on replacement fund of \$408.10 – question on expense was for, Tim Hutchison reported it was two light fixtures broken at entrance that were replaced. Reclass expense to normal maintenance budget line item.

Claude Abbott discussed two lampposts leaving Royal Pines on the right chewed up by lawn mowers. Request for Tim Hutchison to review posts for damage. Same area is an electrical product lying on the ground; looks like light plug that was damaged by Nanak and needs to be repaired and they need to stop running over property.

Claude Abbott discussed Nanak's proposal for treating crab grass. Tim Hutchison reported they are waiting it to rain; it is on the schedule for next week.

Discussion on Nanak's service regarding leaf blowing versus removal.

**V. OLD BUSINESS**

- a) Newsletter – Claude Abbott reported a newsletter has been created but has not been sent yet. Turnberry Association put out a brochure and thinks it would be better suited to Royal Pines. Original newsletter drafted will be sent out while we review the Turnberry brochure to accommodate Royal Pines. Two volunteers will head the review of Turnberry to incorporate like information into Royal Pines.
- b) River Birch Trees – Tim Hutchison reported an arborist reviewed the trees and did not state anything particular other than too much mulch around base of tree. Tim reported that one tree doing well, 2 need to be removed, and 1 needs pruning. Item tabled for next Board Meeting. Request for Tim Hutchison to obtain

Approved

**Royal Pines Homeowners Association, Inc.**  
**Board of Directors Meeting**  
**May 21, 2008**

proposals for removal and replacement. Have Nanaks remove the 3 bad trees and obtain a quote for the 3 replacements and installation.

**VI. ENFORCEMENT COMMITTEE REPORT** – Tim Donovan reported as follows: Changes to Committee members and management has brought confusion to the Committee as to what the previous person(s) presented with detail and not receiving detail of previous approvals/denials at the present. Requesting the Board when referring an issue to the Enforcement Committee to provide detailed background in order to have the Committee make a comprehensive decision. Sharing of information is imperative to making a just decision.

Mr. Andy Reynolds of Custom Homes who planted Queen Palms has been notified and issue has been sent to the Enforcement Committee, as there has been no response to correspondence. Tim Hutchison discussed holding a pre-meeting to obtain background information on violation and having all the information prior to meeting date set for Committee and Owner.

Tim Donovan asked about Mr. Osgards – block wall that was caving in. Tim Hutchison responded having no knowledge of this. No further discussion on issue.

Tim Hutchison presented a letter from Penny Chamberlin, MM of decision on Osgards ARC request stating the request was disapproved for color selection. Also a letter from Roseanne Perrine, Attorney for the Association dated Dec 6<sup>th</sup> stating color not approved.

The Board discussed the violation process, fines and how to obtain a solution versus legal action. Request for Tim Hutchison to find out what can be done once the violation has gone to maximum of fine.

Ms. D. Weber, 649 Donald Ross landscaping violation – owner has hired a landscape architect who drafted plans in 2 phases which has been given to the ARC, which has been approved with changes. Full amount of fine was paid with some monies paid over which need to be refunded when project is completed.

**VII. MANAGERS REPORT** – Tim Hutchison submitted his report as attached.

**VIII. NEW BUSINESS**

- a) Tree Moss at Entrance - Discussion on entrance trees and what was originally proposed. Peter Smith made a **motion** to have Tim Hutchison obtain a proposal from Tree Medic for removal of moss on 21 trees and to confirm that tree count. Charles Morand seconded with all in favor.
- b) Royal Pines website is up and running and did directly with Rick Jarvis for a much better price. [www.royalpineshoa.com](http://www.royalpineshoa.com).

**IX. ADJOURNMENT**

Approved

**Royal Pines Homeowners Association, Inc.  
Board of Directors Meeting  
May 21, 2008**

Claude Abbott made a motion to adjourn at 11:10am, seconded by Frank Long with all in favor.

**X. OPEN FORUM**

269 Pinehurst Point – lot near home that has been changed to sand and injury sustained by neighboring owner. Issue is between the County, builder and owner of lot. Reported to owner that it is not a Board or Association issue, it must be communicated to the County, Builder and Owner of lot.

\_\_\_\_\_  
Signature of Secretary/Treasurer

\_\_\_\_\_  
Date

CC: Board  
File

Approved

**Royal Pines Homeowners Association, Inc.  
Board of Directors Meeting  
May 21, 2008**

**Manager's Report  
Tim Hutchison**

Date: 5-21-08

Report for dates: From 2-21-08 to 5-21-08

The following actions were taken since the last Board of Director's meeting:

**(1) Numbers of Letters Sent:**

Code	(a) Violation Letters
	(b) Late Notices
	(c) Maintenance
	(d) Other

**Letters Sent To:**

Code	Date Sent	Address	Comments
A	3-26	612 Donald Ross Way	Basketball Goal
D	5-5	612 Donald Ross Way	Approval to paint house
D	4-9	616 Donald Ross Way	Dead spots in grass
A	3-18	628 Donald Ross Way	Queen palm removal
A	3-25	649 Donald Ross Way	Landscape approval required
A	4-18	649 Donald Ross Way	Remove plants in common area
D	5-5	649 Donald Ross Way	Landscape plan approval
A	3-4	305 Oakhaven Court	Remove R.V from driveway
A	3-27	129 Pinehurst Pointe	Basketball Goal
A	3-26	188 Pinehurst Pointe	Basketball Goal
D	4-7	217 Pinehurst Pointe	Approval to paint driveway
A	3-5	265 Pinehurst Pointe	Grade lot

**(2) Dates Property Visited:**

(1) 2-27-08	(5) 3-27-08	(9) 4-24-08
(2) 3-6-08	(6) 4-3-08	(10) 5-1-08
(3) 3-12-08	(7) 4-10-08	(11) 5-8-08
(4) 3-20-08	(8) 4-17-08	(12) 5-14-08

Approved

**Royal Pines Homeowners Association, Inc.  
Board of Directors Meeting  
May 21, 2008**

**(3) Financial Summary:**

Fund Balances as of 4-30-08

Total Fund Balance: \$11,565  
Cash Operating – \$30,050  
Cash Replacement – \$42,294  
Replacement CD's – \$68,013  
Total Replacement: - \$116,259

Delinquent Accounts: **As of 5-21-08.** See attached report (page 1).

Over 30 Days: \$4,050  
Over 60Days: \$4  
Over 90 Days: \$638

Variances in expense accounts:

<b>Line Item</b>	<b>Budget Amt.</b>	<b>Actual Amt.</b>	<b>Reason</b>
5160 – Office Supplies/Postage/Copies	\$166.66	\$378.14	Website Set-Up
6580 - Streetlights	\$516.66	\$595.35	Photocell Replacement

**(4) Work Orders:**

<b>Date</b>	<b>W/O Number</b>	<b>Address</b>	<b>Reason</b>	<b>Complete</b>
		No Work Orders Issued		

**5) Work in Progress**

**1). River Birch Trees** – I had an arborist come out to look at those trees. His recommendation is to remove three of the four. He did not evaluate the cause of the distress. See original proposal attached (Page 2).

**2). Tree Work At Entrance** – This work was not included in the original proposal, only the “road trees” were. See attached proposal from Nanaks. Proposal attached (Page 3).

**3). Sod** – Will begin common areas next week.