

Royal Pines Homeowner's Association, Inc.
Board Meeting Minutes
September 9, 2009

I. Establish Quorum

Frank Long established a quorum with the presence of: Claude Abbott, Tom Bass, and Charles Morand; Absent Peter Smith.

Attending on behalf of MAY Management Services: Tim Hutchison and Hope Tanner.

II. Call the meeting to order

The meeting was called to order at 3:00 p.m.

III. Approval of Minutes

Frank Long made a **motion** to approve the 6/10/09 board meeting minutes as amended; Tom Bass seconded and the **motion** carried unanimously.

IV. Treasurers Report

Frank Long reported as of 7/31/09:

Total Revenue:	\$3,581 over budget	Replacement Balance:	\$145,776.63
Total Expenses:	\$7,200 under budget	Replacement CD's:	\$91,618.00
Positive Variance:	\$980.46	Delinquencies:	\$18,358.42

Tim Hutchison reported there is a Bank of St. Augustine 12 month CD in the amount of \$20,000 that will be up for renewal in October. Tim Hutchison asked the bookkeeper to shop CD rates, Frank Long requested the information that the bookkeeper finds.

V. Old Business

- a. Power washing signs – completed.
- b. Stop Signs – Tim Hutchison reported that the power washing of all the stop signs has been completed.
- c. Mailbox maintenance status – Tim Hutchison reported that property ride through will be completed in the next day or so to inspect the 21 homes that received a maintenance request letter to see if they are in compliance.
- d. Report from Nanak's on mowing lots – Lot #54 was discussed at length. Tim Hutchison will do a walk through on Saturday, September 12th, early morning with Frank Long. To inspect this overgrown area near the bank of the pond along lot #54. Residents are complaining that this area is excessively overgrown with shrub and trees and is housing various rodents and snakes.
 - The yard maintenance on four foreclosed homes was also discussed. Nanak's has been instructed by Tim Hutchison to mow, edge, weed, and blow the driveway and patios every other week until late October, early November. Tim Hutchison contacted Jay with Nanak's and found out that these four homes were only being maintained every three weeks instead of every other week. This was not the original plan. Jay has since corrected this error and the yards are back on track. Each of these four homeowner's accounts will be billed accordingly; \$20 each yard.

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VI. New Business

- a. Sidewalk leveling and drainage – Tim Hutchison proposed that he inspect all areas after a heavy rain and flag the area. This leveling and drainage will need to be completed next year.
- b. Flowers – Flowers looking drab near entryway on the left and right side and Island areas. The board discussed this area should look nicer than it currently does. They communicated to Tim Hutchison that they would need to know the aesthetics of the landscaping/flowers before going forward with any proposal from Nanak's. Tim Hutchison will get with Jay at Nanak's to obtain a drawing from of what these areas would look like.
- c. Fountain Maintenance – A proposal was provided to the board for cleaning. The board discussed that the maintenance of the fountain might need to be added to the reserve fund.

Charles Morand made a **motion** to accept the bid for fountain cleaning; Tom Bass seconded and the **motion** carried unanimously. Tim Hutchison will obtain color choices from the vendor and the board will decide on the color before going forward with the painting.

- d. Budget Meeting tentative date set for November 16, 2009 at 10 a.m.

VII. Committee Reports

- a. ARB – Sid Lockner had no report at this time.

Sid Lockner is also the website administrator for Royal Pines. He asked for the latest minutes are sent to him in the form of a PDF file.

VIII. Adjournment

Frank Long made a **motion** to adjourn; Tom Bass seconded and the motion carried unanimously. With no further business to discuss the meeting unanimously adjourned at 4:30 p.m.

IX. Open Forum