

**BOARD OF DIRECTORS MEETING
SUTTON LAKES OWNERS ASSOCIATION**

February 25th, 2019

7pm

Watson Realty 13001 Atlantic Blvd, Jacksonville, FL 32225

1. **Roll Call:** *Quorum established. Meeting called to order at 7:02pm.* Bill Franco-Vice President, Roman Jones- Treasurer; Khema Wright- Director; Ian MacKenzie- Director, Misty O'Connell- Property Manager
Not Present: Enrico Aveo- Secretary
2. **Presentation by Association Attorney:** Sal Palmeri
 - Collections timeline provided
 - Aprox. \$260,000 delinquent assessments collected in the past 6 years
 - Aprox. \$40,000 collected 2018-2019
 - Monies are held in a trust and dispersed to the Association once finalized.
 - Add tenant demand options for investor owners that become delinquent. Florida laws allow for Associations to collect rent from the tenants when the owner is past due, and also evict tenants if funds are not received.
 - Bankruptcies: Depends on the type of bankruptcy filed. If an owner files chapter 7 (and it gets approved by the courts), everything owed from that day and back, gets discharged...everything moving forward, the owner must start paying. Chapter 13 is more of a restructure of their assets; the court will determine the amount paid to the HOA monthly.
 - Owners are charged the attorney fees
 - If an owner is delinquent, and the property sells, an Estoppel is provided by Management listing all monies owed and listing any non-compliance items.
3. **Organization of the Board:**
 - President: Bill Franco
 - Vice President: Ian Mackenzie
 - Treasurer: Khema Wright
 - Secretary: Enrico Aveo
 - Director: Roman Jones
 - Motion: Ian
 - Seconded: Khema
 - All in Favor
4. **Approval of Minutes:** January 2019
 - Check on Capital line item
 - Check on Annual Assessment income
 - E-checks, online, no charge for HOA payments. Online debit card payments have a \$14.95 Union Bank fee. Never mail money orders or cash for HOA payments.

- Motion: Khema
- Seconded: Ian
- All in Favor

5. Management Report:

- Pools: Back pool pump system will be installed/inspected prior to pool season.
- Cell phone tower: Recent work was completed, by T-Mobile, expanding their network/bandwidth.
- Spring Garage Sale: April 27th. Add food truck?
- Camera signage for front and pools: Option 3
- Financials as of January 31st, 2019
 - Operating: \$318,889.21
 - Money Market: \$87,201.40
 - TIAA: \$245,194.26
 - Delinquency: \$315,662.99
 - Highest Balance: \$9,545.86

6. Approval of Minutes: January 28th, 2019

- Motion to Adopt: Roman
- Seconded: Ian
- All in Favor

7. Old Business: N/A

8. New Business: N/A

9. Open Forum:

- Officer Spencer: Key fobs, for vehicles, have a wide range. If you leave your car running, and run into the store or the house, someone can steal your vehicle and it will drive as long as the vehicle is left on. Same if you leave your car doors unlocked, some vehicles will start as long as the key fob is in range. Also, if you see your neighbor leave their garage open...please reach out to them.
- Management Information Request: Resident asked if we give the information to solicitors...No, the information stays in the files for Management. The form is also to have the owner's approval to receive items via email.

10. Adjournment: 8:21pm