

SUTTON LAKES HOMEOWNERS ASSOCIATION

Board Meeting - Minutes

May 21, 2024

6:30 PM

Front Pool

MINUTES

- I.** **Call to Order:** Meeting was called to order at 6:33 pm by President Brandy Williams. Additional Board Members in attendance were Linda Brocker, Kyle Lee, Santizzie Myles and Roman Jones. Isamary Brooks was absent. A quorum was announced.
- II.** **Approval of Agenda – Posting Notification:** Notice of the meeting was posted in accordance with Fla. Stat. § 720.303(c)(1)
- III.** **President’s Report:**
Brandy Williams welcomed the residents and board members introduced themselves. Brandy Williams gave an update that they are starting to clear for the Amazon building, this should not affect Sutton Lakes. She also informed the residents that the front and back pools will be open Monday through Friday, 8 a.m. to 8 p.m. starting Memorial Day weekend.
- IV.** **Treasurer’s Report**
Given by Kyle Lee – Reported that the financials had some discrepancies in prior months financials that have since been resolved. Sentry Management gave credit for the coupon mailing as promised.
Motion made by Santizzie Myles and seconded by Linda Brocker to accept the Treasurers Report. Motion carried.
Motion made by Kyle Lee, seconded by Santizzie Myles to approve the February and March and April financials. Motion carried.
- V.** **Approval of Meeting Minutes:**
Kyle Lee motioned to approve the April 16, 2024, meeting minutes, seconded by Linda Brocker, motion carried.
- VI.** **Committee Reports - NONE**
- VII.** **Management Report:** *Given by Shanda Thompson, CAM - supplied in the board packet*
- VIII.** **Unfinished Business:**

 - a.** Security Contract approval – Discussion by the board regarding the three bids received for Security Services.
Motion made by Santizzie Myles, seconded by Kyle Lee to go into negotiations with PEPS for Security Services. Need to have Attorney review contract.
 - b.** Security Camera Quote Approval – Discussion by the board regarding the two bids received. The third quote from Envera Systems was not received in time for the meeting.

Motion made by Kyle Lee and seconded by Linda Brocker to approve the quote from IT Systems of Jacksonville for security cameras.

- c. Status of Community Association Manager office – The air conditioning of the office is still an issue; Kyle Lee offered a possible vendor to resolve this problem. He supplied the vendor contact information.
- d. Approval of Financials for February and March, this was resolved earlier in the meeting.
- e. City of Jacksonville Ordinance – Backyard Hen Program – We do not currently have the attorney opinion, Tabled until next meeting.
- f. Basketball Court Quotes – Scheduled to meet with vendor. No quotes currently. Tabled until next meeting.

IX. New Business:

- a. Vote on New Board Member – We have one more position on the board of directors to fill. Two residents submitted their interest in becoming a board member. The board decided to invite Tina Sauvage to join the board.

Motion made by Kyle Lee and seconded by Linda Brocker to add Tina Sauvage to the Board of Directors, motion carried.

- b. **Status of Fining Committee – Meeting to be scheduled for June 4, 2024**

X. Owners Forum

Questions to the board, from owner's, board responded accordingly.

- XI. Adjournment:** With no further business left to conduct, the meeting was adjourned at 8:05 p.m. by a motion from Kyle Lee, seconded by Santizzie Myles, motion carried