

# SUTTON LAKES HOMEOWNERS ASSOCIATION

Board Meeting - Minutes

November 19, 2024

6:30 p.m.

Front Pool

1813 Willesdon Drive E., Jacksonville, FL 32246

## MINUTES

- I.** **Call to Order:** Meeting was called to order at 6:30 p.m. by President Brandy Williams. Additional Board Members in attendance were Linda Brocker, and Tina Sauvage attended the meeting via teleconference. Kyle Lee and Santizzie Myles were absent. Shanda Thompson, CAM with Sentry Management also attended. 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:** given by Brandy Williams, she introduced herself and the other board members attending the meeting. She spoke about Sutton Fest and the successful turnout. Thanked everyone for attending Sutton Fest and the volunteers that helped.
- IV.** **Treasurer’s Report**  
Given by Brandy Williams – Reported the financials from the Balance Sheet and Revenue and Expense Report. Brandy Williams motioned to accept the October Financials, Linda Brocker seconded, motion carried.
- V.** **Approval of Meeting Minutes:**  
**Brandy Williams motioned to approve the Annual Budget Meeting for October 15, 2024, seconded by Linda Brocker, Motion carried.**  
**Brandy Williams motioned to approve the September 15, 2024, Board of Directors 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. NONE
- VIII.** **New Business:**
  - a. Post Sutton Fest Expenses – Sutton Fest Expenses were a total of \$5,647.85. There was and additional expense coded under Building Expense in the amount of \$946.70 to repair the electrical in the field.
  - b. Status of Entrance Sign – The company that is repairing the entrance sign is trying to find matching brick to repair the sign. Once this is obtained, they will finish the project.
  - c. Holiday Light Installation Date – Holiday lights will be installed the morning of November 21, 2024.

- d. End of year Budget Status, where are we? The dues are not meeting the cost of our expenses. The current expenses are approximately forty thousand dollars over the amount of the assessments.
- e. Security Company Status – The attorney has received a copy of the contract, waiting on his notations.
- f. Violations – We are in the process of correcting some of the issues between the HOA documents and the rules and regulations that were adopted in 2022. Once this is rectified, we will be able to move forward with the adherence committee. Shanda Thompson will continue to send out notices to the non-compliant residents.

**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 7:17 p.m. by a motion from Brandy Williams, seconded by Linda Brocker, motion carried.

“Pursuant to the provisions of Section 468.4335, Florida Statutes, requiring disclosure of any interest that might reasonably tend to create a conflict of interest, direct or indirect, in any action proposed or pending before the Board, a list of entities that offer certain services or products to the Association, and for which Sentry Management Inc. (including its directors, officers, and persons with a financial interest in Sentry Management Inc., or a relative of such persons) may receive additional benefit is available at the following link: [www.sentrymgt.com/fldisclosures](http://www.sentrymgt.com/fldisclosures). Purchase of any product and/or service, which is part of any offering, affinity program, or marketing plan operated by Sentry Management Inc., or any entities affiliated with Sentry Management Inc., is completely voluntary.”