

SUTTON LAKES HOMEOWNERS ASSOCIATION

Board Meeting - Minutes

December 17, 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, Kyle Lee, Santizzie Myles and Tina Sauvage. 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 board members attending the meeting introduced themselves to the residents. She informed the residents that the Santa visit was successful and a lot of fun. We will keep to this schedule for next year. She wished everyone Happy Holidays and thanked everyone for volunteering and helping to support the community.
- IV. Treasurer’s Report**
Given by Kyle Lee – Reported the financials from the Balance Sheet and Revenue and Expense Report. **Santizzie Myles Motioned to accept the November Financials, Kyle Lee seconded, motion carried.**
- V. Approval of Meeting Minutes:**
Tina Sauvage motioned to approve the Board of Directors Meeting Minutes for November 19, 2024, seconded by, Santizzie Myles, Motion carried. Santizzie Myles motioned to approve the and the Executive Meeting Minutes for November 19, 2024, seconded by Tina Sauvage
- VI. Committee Reports - NONE**
- VII. Management Report:** *Given by Shanda Thompson, CAM - supplied in the board packet*
- VIII. Unfinished Business:**
 - a. Security Company Status – Still waiting on Attorney and Security Company to provide us a red-lined contract. We will table this until the next meeting.
 - b. Violations – Violations are being done throughout the community as a friendly reminder. We are looking into reinstating the documents as they stand and at that point, we can move forward with official notifications, hearings and fines.
 - c. Update on Visit from Santa – Visit with Santa was extremely successful. Volunteers that helped with the event were thanked for all their efforts.
- VIII. New Business:**

- a. Establishing Christmas Lights Committee – We would like to get a Christmas lights committee to help reduce the cost to the community. Currently, we are paying around Eight Thousand dollars a year for the Christmas lights. We will notify Hulihan Territory (when they plan to remove the lights) to return them to the community. The lights should be owned by the community.

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 7:11 p.m. by a motion from Brandy Williams, seconded by Kyle Lee, 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. 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.”