**SUTTON LAKES HOMEOWNERS ASSOCIATION**

Board Meeting - Minutes
January 21, 2025
6:30 p.m.
Front Pool – Changed to Managers Office due to weather conditions

11288 Ardencroft Drive S., Jacksonville, FL 32246

**MINUTES**

1. **Call to Order**: Meeting was called to order at 6:30 p.m. by President Brandy Williams. Additional Board Members in attendance were Kyle Lee, and Santizzie Myles. Linda Brocker and Tina Sauvage did not attend. Shanda Thompson, CAM with Sentry Management also attended. Six residents attended via teleconference. A quorum was announced.
2. **Approval of Agenda – Posting Notification:** Notice of the meeting was posted in accordance with Fla. Stat. § 720.303(c)(1)
3. **President’s Report:** given by Brandy Williams, she introduced herself and spoke to the attending residents regarding the resurfacing of the roadways. Duval County is putting notifications on the doors affected by the repaving in advance so they will not park on the roadway during the repaving process. She also notified them that she had contacted the county to reinstall the four speed bumps that were removed during the repaving process on Alfa Romeo Drive. She thanked the residents for taking the time and attending the meeting.

**IV. Treasurer’s Report**

Given by Kyle Lee – Reported the financials from the Balance Sheet and Revenue and Expense Report. **Brandy Williams Motioned to accept the December Financials, Santizzie Myles seconded, motion carried.**

1. **Approval of Meeting Minutes:**

**Kyle Lee motioned to approve the Board of Directors Meeting Minutes for December 17, 2024, seconded by, Santizzie Myles, motion carried. Kyle Lee motioned to approve the and the Executive Meeting Minutes for December 17, 2024, seconded by Santizzie Myles, motion carried**

1. **Committee Reports** - NONE
2. ***Management Report:*** *Given by Shanda Thompson, CAM - supplied in the board packet*
3. **Unfinished Business:**
4. Update on Christmas Lights – The Christmas lights were removed by Hulihan Territory on January 15, 2025. According to the contract, they own all equipment. This allows us time to form a Christmas Light committee or to continue with their services.
5. Update on Entrance Sign – Entrance sign has been repaired and invoices have been sent to the insurance company for reimbursement.
6. Update of Front Pool Repair – As soon as the weather permits, the tiles will be repaired at the front pool.

**VIII. New Business:**

1. New Attorney – The Association has hired a new attorney for the community. The company is McCabe & Ronsman and the attorney representing the community will be Ed Ronsman. The prior attorney will continue to handle collection accounts that has currently.
2. Repaving Roads in the Community – This was spoken about earlier in the meeting. Residents need to comply with the County Repaving Company.
3. Annual Meeting Information – The Annual Meeting will be held at the Kernan Boulevard Baptist Church Pavillion on February 18, 2025, at 6:30 p.m. located at 4000 Kernan Boulevard South, Jacksonville, FL 32224.

**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 7:04 p.m. by a motion from Kyle Lee, seconded by Santizzie Myles, 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.”