

# SUTTON LAKES HOMEOWNERS ASSOCIATION

Board Meeting - Minutes

August 15, 2023

6:30 PM

Front Pool

## AGENDA

- I.** **Call to Order:** Brandy Williams, President, called the meeting to order at 6:30 PM at the date and location listed above. In board attendance was Brandy Williams, Linda Brocker, Kyle Lee and Santizzie Myles. ***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:**
- The new Community Manager, Amanda Sims, was welcomed and introduced.
  - Several Board Members, homeowners and the Association attorney attended a meeting on July 27<sup>th</sup> regarding the Amazon interchange that will affect the community. Bill Franco represented the community and voiced concerns on its behalf to JAA.
  - Donna Deegan, Mayor of Jacksonville, is hosting an event on September 18<sup>th</sup> at the Pablo Creek Library. Homeowners are encouraged to attend.
  - The Audit for 2022 has been received. Sentry Management will review and make any needed recommendations to the board.
  - Next Board Meeting is September 19<sup>th</sup>, 6:30, Front Pool
- IV.** **Treasurer’s Report:** July financials are still being processed by Signature Realty. Approval is tabled until the September meeting.
- V.** **Approval of Meeting Minutes – July 2023:** Kyle Lee moved, seconded by Santizzie Myles to approve the minutes of the July meeting. ***All yes, motion carried.***
- VI.** **Committee Reports**
- **ARC:** Amanda Sims, on behalf of the ARC, reported on an application that has been approved.
    - 11332 Hendon Drive – Exterior Painting
  - There are a few other ARC requests pending at this time.
- VII.** **Management Report**
- **Introduction of Amanda Sims, Sentry Management – New Community Manager:**
    - The new manager gave a short synopsis of her background and explained the challenges with the onboarding process.
    - She will be moving forward on HOA violations once the onboarding process is complete.
    - A mailout should have been received by the community. She requested that

owners take the time to log into their accounts online and return the contact form also included in the mailout so that phone numbers and emails can be placed on file with management.

**VIII. Unfinished Business**

- **Adoption of Rules & Regulations approved 04/19/2022:** Linda Brocker moved, seconded by Kyle Lee to move forward to adopt and file the Rules & Regulations. ***All yes, motion carried***
- **Audit:** See President's Report
- **Palmeri Law Group Agreement:** Kyle Lee moved, seconded by Linda Brocker to approve the updated agreement with the Palmeri Law Group for general legal services and collection services. ***All yes, motion carried.***

**IX. New Business**

- **Hulihan Territory – Lighting Contract:** Kyle Lee moved, seconded by Linda Brocker to approve the holiday lighting contract of a cost of \$9,720.00. ***All yes, motion carried***
- **Property Insurance (new topic):** Insurance proposal was received from Fletcher & Stein with an increase over last year of \$8,294.30. Insurance increases have been a standard across the industry this year with some associations seeing large increases. Santizzie Myles moved, seconded by Linda Brocker to approve the insurance proposal. ***All yes, motion carried.***

**X. Owners Forum**

- Praise for Bill at the JAA meeting
- Question regarding an office for the Community Manager (will be addressed when the budget is complete)
- Additional request regarding benches at the basketball court
- Additional trash cans in common areas requested
- Feedback on memorial plaque
- Question about Amazon protest at front sign
- Discussion about light trigger at Sutton Lakes Atlantic Blvd Exit/Entrance
- Security Camera updates – Manager to get quotes

- XI. Adjournment:** With no further business to conduct, Linda Brocker moved, seconded by Kyle Lee to adjourn at 7:06 pm. ***All yes, motion carried.***