

TIVOLI WOODS VILLAGE B HOMEOWNERS ASSOCIATION, INC.
Board of Directors Meeting
Tuesday January 13, 2015
Minutes

DRAFT

Tivoli Woods Village B Homeowners Association held a duly noticed Board meeting on the above date at the Center Pointe Church off Dean Rd, Orlando, FL 32825. Notice was posted 48 hours in advance of the meeting per Florida Statutes.

Notice of Meeting:

Notice was posted 48 hours in advance.

Quorum:

A quorum was established for the Board Meeting. In attendance were: Aida Gonzalez, President; Dan Sweeney, Treasurer, and Tom Brierly, Director. Dorothy Torres, Vice President was absent. Mary Munera represented Sentry Management, Inc.

Call Meeting To Order:

Motion was made by Aida call the meeting to order at 6:52p.m. Motion was seconded by Dan. All in favor; motion was carried.

Approval Minutes November 11, 2014

The November 11, 2014 meeting minutes were reviewed. Motion was made by Dan to approve minutes as presented. Motion was seconded by Tom. All in favor; motion was carried.

Treasurer's Report

The November & December financials were reviewed. [There was a question about Page 8 of the transaction register line 10. Management will bring a current arrears report to the Board for their meeting.](#) Duke Energy will be giving a refund to the HOA. The deadline annually for turning in copies of invoices and their cashed check copies (payments) is the first week of January.

The HOA's Certificate of Deposit (CD) for \$100,290.92 is up for renewal on 2/6/2015. Please provide direction regarding the renewal. The Board reviewed the bank rates provided by Sentry and agreed via consensus to renew the CD for another 12months keeping it with CNL Bank (currently at a 0.35 rate).

The following accounts have requested to have fees related to late payments waived off their account:

OB0257 HERNANDEZ- The mother (Balingit) owned the unit and passed away. Owner paid \$60.64 in good faith but wishes to be reimbursed. Requested waiver amount: \$60.64.—The Board directed management to credit the account, but no refund checks should be cut.

OB0268 ARCHILA/SANCHEZ –Who provided proof of attempt to pay online through her bank (Chase). Requested waiver amount \$63.45. Owner still owes 2015 January assessment.

Motion was made by Aida to deny the waiver of \$63.45 for account OB0268. Motion was seconded by Dan. All in favor; motion was carried.

OB0185 NGUYEN- Charge dates back to 2012 where owner paid the principal late but interest kept accruing. Since owner prepays the balance for the following year, the accruing interest and ITL fee absorbed enough of her credit on the account to “make” her payment through year end 2014 fall short. Requested waiver amount: \$26.36

Motion was made by Dan to deny the waiver of \$26.36 for account OB0185. Motion was seconded by Aida. All in favor; motion was carried.

Liens are placed once an account has reached a balance of over \$400. Liens to be placed on the following accounts:

Account 48, 34, 102, and 109.

Attorney Action:

Accounts to be sent to the HOA Attorney are:

264, 237, and 167.

OB01810 (Camacho)- turned in an architectural review form for the garage door repairs.

Manager’s Report

Mary Munera presented the Manager’s report (read aloud).

Old Business:

The school bus situation is a road widening issue. The HOA Members need to be polled whether or not they want to move forward with a change.

New Business:

1. **Delinquent Accounts Update-** This was take care of during the Treasurers Report.
2. **ARC Applications-** These were reviewed during the ARC meeting. Dan will create a letter to be sent to **4584** Butterbough regarding their paint color.
3. **CPA Engagement-** The CPA was engaged for a compilation of the 2014 fiscal year and service engagement letters signed.
4. **HOA Board Policies and Procedures-**
 - a. **Covenant Violations-** The trash cans out to early or not taken in and pressure washing (especially of sidewalks, driveway and homes) are the major issues needing correction. Trash is picked up Tuesdays and Fridays. The **Board confirms \$50 fines should be placed against homes with said infractions. There is a home on Cyrilla with stucco falling. 10145 Oak Crest needs to pressure wash the driveway, trim the palm trees and remove the fallen trees in their backyard.**

- b. Legal/Collection policy-** The Board confirmed the auto-itl at 45 days delinquency and auto lien once an account reaches \$400 balance. Board motion for any attorney action.
- c. ARC Policy-** The applications are emailed to the Committee and Aida (Board President) is copied. They are reviewed on the 2nd Tuesday of each month at 6:15pm at their meeting. Physical samples for review are needed of paint and roof colors, and may be needed for other materials from the proposed projects.
- d. Miscellaneous-** Petty cash is handled by Dan Sweeney- who requests reimbursements as needed. Pool and tennis court (and bathrooms) access via key fobs (\$25 each) is also handled by Dan Sweeney. Management to email Dan with requests, renters need owner approval, and note if owners are current with assessment payments. HOA Pool Party planning is mostly handled by Aida- July 11th 2015 is the date for this year's party, the train and petting zoo need to be reserved and paid in advance, Aida will arrange the catering, the DJ is Entertainment Solutions and needs to be reserved.

Memorial Day weekend is when the lifeguards start at the pool and are paid weekly.

The backflow was not fixed by American Backflow per Aida and Dan. Aida called out a Pete Plumbing to handle it. Dan made a comment that all backflows are owners homes are being checked by Orange County.

Management is to follow up on the 3rd pool light.

Drake Pest to handle ant issue in common areas.

Management to look into AT&T bill overcharges.

The playground bubble is to be shipped to Dan's home.

5. Discussion Q&A- three (3) minute time limit- No comments at this time.

6. Adjournment- With no further business to discuss, Tom made a motion to adjourn the meeting at 8:02 pm. Dan seconded the motion. All in favor; meeting was adjourned.

The next scheduled meeting will be held on Tuesday, February 9, 2015 at immediately following the ARC meeting.

Respectfully submitted,
Mary K. Munera
Licensed Community Association Manager
Sentry Management Inc.