

Estates of Tanglewood Lakes Homeowner's Association Board of Directors Meeting
April 21, 2008

The scheduled Board of Directors meeting was held Monday, April 21, 2008. Members present were Dave Weber, Harry Stevens, John Napoli, Jose Ockerman, Audrey Carballo, Carol Gonsalves and Nelly Gordillo of MMI.

- I. Meeting was called to order at 7:04 pm by Dave Weber.
- II. Minutes: Harry made a motion to approved the minutes as written. Jose seconded. Motion carried.
- III. Treasurer's report: Harry presented his financial report. Areas to report include
 1. The ground maintenance shows as monies spent but this is not true as of this statement.
 2. Reserve amounts are incorrect. There should have been a deposit for \$2800.00 but instead the deposit was in the amount of \$1960.00. There is a check ready for the difference. Next report will reflect accurate amounts.
 3. Assessments are being paid.
 4. Late fees, interest and open credits audit is still pending with MMI
 5. Letter for signatures to move dollars to next CD are ready for signing.
 6. Lot 79 appears to have fines and late fees back out from their assessments. Do we need legal opinion around increases in fines but the new dollars do not get added to the lien on the property. Nelly stated we may get repairs reimbursed. New Florida law states that only assessments may be collected from the new homeowner. Dave asks whose responsibility is it to update the liens. Nelly will follow-up with attorneys as to why not all funds are filed as a lien against foreclosed properties.
- IV. The Fines Committee: The committee reported no meeting held as no homeowners appeared. Dave asked committee to prepare formal written reports in the future.
- V. The Architectural Committee: Handwritten report of meeting held April 11th was given to secretary. Lot 86 homeowner applied for new doors and paint. Both applications were approved by the Architectural Committee.

VI. Old Business

1. Seal Coating. Dave brought up that we missed an opportunity to get witness statements sooner to get issues resolved around those who damaged the sealcoat. Nelly stated she did meet with vendor immediately. It was getting the legal opinion from the attorneys for direction on next steps that was the largest delay. Dave asked if there could be some type of generic form that people could complete. Nelly stated that the dollars may not get paid as without pictures, it was really a case of one's word against another's.
2. Survey to amend documents: Sidewalks and mailbox maintenance. Tally shows that out of 103 homeowners, the results were in from 46. There were 28 votes to keep bylaws as stated specifying the HOA is responsible for sidewalk and mailbox maintenance. There were 18 votes to modify the bylaws to state the homeowner is responsible for their surrounding sidewalk and their own mailbox. As 60% is needed to make any changes, the bylaws will stay as written for sidewalk and mailbox maintenance. Jose moved that we write a special letter to the homeowners stating these results. Audrey seconded the motion. The motion carried. Carol volunteered to write the letter. This will be distributed to the BOD Monday, April 28, 2008, for their review.

3. Landscaping and Sidewalk Maintenance: Jarvis found some problems and submitted the distributed proposal for cleaning sprinklers, fixing sprinklers if needed and landscaping around the gatehouse and entrance. Jose made the motion to accept the bid as submitted with the following modifications: mulch cost is excluded and the total does not exceed \$493.00. John seconded. Motion carried.
4. New Board Member: Tabled for next meeting.
5. Letter to Hollybrook: Letter is ready but waiting on pictures from Jose.
6. Gatehouse inside repairs: Nelly will get quote Tuesday, April 22.
7. Hurricane Plan: Jose is putting the plan together. Jose asked Nelly if MMI provided services. Nelly said no for our community since they do not provide the landscaping service. Nelly did state that MMI inspects all of their communities as soon as possible after a hurricane. Jose will draft something into the plan for MMI contact information and inspection. Major concern is that Jarvis, the landscaping contractor, does not present a huge price increase. Can we please get some agreement from Jarvis on what his pricing plan will be for labor and their hourly rate. The hurricane plan will be ready for presentation at our next BOD meeting in May.
8. Violations:
 1. Dave mentioned that lot 79 is for sale through Caldwell Banker. They are working to get house in shape for sale.
 2. Review of violation report shows 740 94th Terr not on the report. The letter went to the wrong house. This is being corrected and the next report will be updated appropriately.
 3. Discussion about homeowners getting copy of the violation report. The report is public information. Methods of delivery of the information were discussed from the homeowner going to the MMI office to emailed copies. Dave mentioned that he wants to ensure any reports do not get distributed that have person notes on them.
 4. It was mentioned a homeowner wants to see a copy of the fines ordinance (which?) and it was determined that the homeowner can obtain that information for themselves.
 5. Lot 42 still does not have a fence.
 6. Dave asked about garbage cans in violation. Nelly said she fines the homeowner after two letters have been sent.

VII. NEW BUSINESS

1. Collections: Nelly explained MMI's new procedure to do the 45 day collection letter themselves versus referring to the attorneys and have further delays when the intent is to collect the assessments. The letter will be certified, not registered. If there is not a response with payment, then the matter will be turned over to the attorneys. Jose wanted to know about costs reducing the \$10.00 late fee. Nelly mentioned that the HOA could determine they want to stay with the current procedure and need to let Nelly know if that is the request. Discussion around interest on the assessment and late fees followed. Nelly will obtain an opinion on the interest and will email by the end of the week (April 25, 2008). Decision on the 45 day collection procedure is postponed to the May BOD meeting.
2. Lamp replacement at front gate: The BOD agreed to decline submitted proposal from Tropic Lighting.
3. Delinquency report: Dave asked if MMI accepts payment plan for delinquencies without referring to the BOD? Nelly said no. The only time they may accept payment if it is within 2-3 days of being referred to the attorneys. Late fees apply after 10 days past the due date. Dave asked about the homeowner who continually submits her payment on day 11 versus day 10. Discussion about her hardships and that MMI is waiving the late fees. Discussion about BOD concern that this may lead to others asking for the same treatment. Basically, all agree we need to be fair in handling of any late fee waivers. We will deal with them on a case by case basis.
4. Performance issues:
 1. Dave brought up that it has been difficult to get responses to items on a timely basis. Nelly stated that emergencies are dealt with in a timely fashion from MMI. Reference to the furniture on the lawn in front of lot 79 was seen as not an emergency by MMI. Is the association liable for these

- belongings on the front lawn? Nelly does not believe so and Carol mentions that it would appear to be under the scope of vandalism versus the HOA's responsibility.
2. Dave brings up that he wants homeowners told to stop when they are performing work on their property without an approved request to the Architectural Committee. Letters take too long. Jose brought up who would actually stop? Contractors won't stop work on a job. Nelly also mentions that the HOA cannot stop a homeowner from putting up shutters for hurricane protection. The ARC form and approval is for record keeping only.
 3. Jose asked for what is reasonable email response time and Nelly stated 24 hours during the business work week. MMI emergency number is 954-846-7545. Follow directions in message to make emergency contact.
 4. Dave requested an informal meeting with Nelly and MMI supervisor and BOD members after 5:00 p.m. at some date in the near future to discuss relationship. Digital pictures of violations are not happening.
 5. Tenant at one of the residences got their car towed. They do not receive the newsletter as we sent the newsletter to the homeowner only. Maybe we need to consider sending the newsletter to the tenants as well as the homeowner.
 6. What about getting the signs at the front entrance fixed? The signs regarding parking and solicitation. Nelly will just have them fixed with a cost limit of \$250.00

VIII. OPEN FORUM

1. Homeowner (lot 66) asked for update on driveway damaged during the sealcoating project. Letters have gone out to the homeowners. Paperwork is with the attorneys.
2. Audrey (lot 24) said that when she looked for colors to paint her house that the colors were discontinued at Sherwin Williams.
3. Will update go out to homeowners regarding the fences and driveway colors? The info will go out with the newsletter. And the changes just need to be filed with bylaws; there is no need to actually modify the bylaws themselves.
4. Nelly brought out fax request from homeowner Shapiro (lot 26) asking for the BOD to reconsider his white doors. Carol asked if white was a problem color for doors? Why not let the homeowner have the white doors? Jose moved that the white doors be approved for the homeowner but in a certified letter stating that the Arch. Committee request procedure must be followed for any and all future changes. Carol seconded motion. Motion carried

IX. Adjournment: Harry moved for adjournment at 9:05 p.m. Dave seconded. Motion carried.

The next meeting date is scheduled for May 19, 2008 at 7:00 pm at the Florida Bible School.

Respectfully submitted,
Carol Gonsalves, BOD Secretary
April 28, 2008
Revised May 7, 2008