**Cinnamon Cove Single Family II Condominium Association, Inc.
Board Meeting Minutes
December 21, 2017**

**Call to Order-** The meeting was called to order by President Bob Hughes at 10 A.M.

**Notice-** Notice was posted in accordance with the Florida Statutes and Association’s governing documents.

**Quorum-** A quorum was established by the presence of Bob Hughes, Jack Kalbfleisch, Mary Jane Corning, Ray Heuring and Carolyn Kern.

**Approval of Minutes-** Tabled until the next meeting.

**Treasurer’s Report-** The Board reviewed the November 2017 Financial Statement. One property is delinquent and needs to be monitored for collections. A final letter will be sent warning the owner that their account will be referred to collections shortly.

**Old Business:**

 **Committee Reports:**

**Water Lines-** One line was damaged when stumps from damaged trees were removed. This has been repaired.

 **Trees to Remove or Replace-**

**Lamp Posts-** Rust-proofing and sandblasting mailboxes has been completed. Carolyn stated that 16756 has an issue with their mailbox light.

**Audit-** The audit is still underway and is expected to be completed by the Annual Meeting in February.

**Roof Replacement-** Shingles on 9 roofs that are scheduled for replacement have been removed and will be replaced over the next few weeks. Bids have been requested for replacement of 16825 and 16818. Colonial roofing has also been asked to evaluate 16721 and 16746 to determine if repairs can be made or total replacement is necessary.

**New Business:**

**Pet Exception-** Richard Gates requested an exception to the Association’s pet size rule. Mr. Gates would like to get a dog similar to the boxer he used to own. Carolyn made a motion to approve the request contingent upon the owner registering the dog as an emotional support animal after he obtains. Mary Jane seconded and the motion passed 3-2 (Jack and Ray voted against).

**Reserve Calculations-** Carolyn requested that reserve calculations be updated to show a more detailed breakdown of future reserve expenses.

**Master Association Update-** Carolyn provided an update from the Master Association’s most recent meeting. The Master Association is going to cover expenses for water well calibration. This will be added to the Master Association’s reserve funding under common deferred maintenance and will be done every 5 years. The Board approved buying a new sound mixer for the clubhouse. The Recreation Committee is buying new microphones for the clubhouse. New frames/sun covers for the bleachers and four tables for the pool area are being purchased. Funding for wingwall lighting, a new fountain and other accent lighting has been approved.

**Requests for Additions or Improvements-** None

**Owner Comments-** Rick Anderson (11131) complained that Colonial Roofing replaced skylights during roof repair and damaged blinds below the skylight. Colonial also left materials in the front lawn that may cause damage to the grass.

Dennis Frisch stated that he had a few issues with Colonial that have been resolved.

**Board Comments-** Mary Jane provided an update on the Annual Holiday party. Mickey LeBlanc is preparing a newsletter that will be sent in 2018.

**Adjournment-** Jack made a motion to adjourn, Mary Jane seconded and the motion passed 5-0.