

**Cinnamon Cove Single Family II
Board Meeting Minutes
November 25, 2019**

Call to Order- The meeting was called to order by President Carolyn Kern at 10 AM

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

Quorum- A quorum was established by the presence of Carolyn Kern, Bob Hughes, Dennis Frisch, Mary Jane Corning and Tom Deboni.

Approval of Minutes- The Board reviewed minutes from the October 28 meeting. Carolyn noted a few changes that need to be made. Tom made a motion to approve minutes as corrected, Mary Jane seconded and the motion passed 5-0.

Treasurer's Report- Tom DeBoni presented the Financial Report for month ending October 31, 2019.

Manager's Report- Wood repairs scheduled for the first week of January. Tree in front of 16674 Coriander will be removed the first week of December.

Committee Reports:

Irrigation- Nothing new to report. Everything running as it should except the zone around 11163 Caravel.

Lamp Posts- Dennis reported that a lot of progress has been made on boxes/posts/lights since the last meeting. Ken Norr has devised a system that should extend life of existing posts. Dennis made a motion to approve spending up to \$750 for each house to rewire mailbox lights at 16746 Coriander and 16865 Coriander (Backstrom and Gates), Bob seconded and the motion passed 5-0. Volunteers for irrigation and lamp post committee are always needed and encouraged.

Landscaping- Mary Jane stated that the landscaping committee had a meeting on November 14 to address complaints. The yard in front of Harrenstein's house has been addressed. Larger sprinkler heads are needed at that house. Mary Jane also discussed uneven lawn mowing and trash left behind by landscapers with Truscapes' supervisor. Trimming is scheduled for this week. Palms at 16722 and 16588 are being monitored. A bottle brush near Golden's house is too close to the building and needs to be removed. Records show this tree was planted by the developer. Therefore, removal of the tree is the Association's responsibility. 11171 Caravel has palms fronds hitting the house that need to be trimmed.

Old Business:

Audit- Audit has a few outstanding issues with CDs that existed in 2016. One document needs to be provided to Wallace Sizelove to complete the audit, in addition to a review of the Association's invoice records.

2020 Roof Replacement 16756 and 16578 Coriander- Bob made a motion to approve San Carlos bid for these 2 homes. Tom seconded and the motion passed 5-0. Per owner concern, San Carlos Roofing will also inspect 16755 (Murdick) for the Board.

Phase 3 Painting and Phase 1 / 2 Drip Edges- The Board reviewed bids from different painting contractors. Mary Jane made a motion to approve Ryan Hammond's painting bid for phase 3 trim and phase 1 / 2 drip edges. Bob seconded and the motion passed 5-0.

2020 Budget- The Board reviewed a draft of a 2020 Budget. Dennis made a motion to approve as proposed, Mary Jane seconded and the motion passed 5-0.

New Business:

None

Master Association Update- Mickie LeBlanc provided the Cinnamon Cove Master Association update.

Requests for Additions or Renovations:

11179 Caravel- Replace windows and work order for paint; windows already approved last month and contractor's license/insurance have been provided.

11131 Caravel- Replace windows and garage door. Tom made a motion to approve, Mary Jane seconded and the motion passed 5-0.

Board Comments:

Adjournment- Mary Jane made a motion to adjourn at 11:12 AM, Tom seconded and the motion passed 5-0.