

Cinnamon Cove Single Family II
Board Meeting Minutes
July 29, 2019

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

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 and Bob Hughes in person. Tom DeBoni and Dennis Frisch attended via telephone.

Approval of Minutes- The Board reviewed minutes from the June 24 meeting. Carolyn noted a few changes that need to be made. Bob made a motion to approve as amended, Dennis seconded and the motion passed 4-0.

Treasurer's Report- Tom gave the June 30 financial report. The Association is over budget by about \$600 YTD.

Manager's Report- Matt gave brief updates on some maintenance issues.

Committee Reports:

Irrigation- Bob reported a few irrigation issues. One was caused by the landscaping company hitting a pipe near the DeBoni's house. This was repaired and an invoice will be submitted to TruScapes for reimbursement. Two other leaks were repaired by Youngquist over the last month.

Lamp Posts- Someone knocked off Bob Hamill's (11123) mailbox. This has been repaired but needs to be repainted. Oltmans post is rusted at the base and will need to be replaced shortly.

Landscaping- In the absence of Landscaping Chair Mary Jane Corning, Carolyn reported that Arbor completed trimming of all the association's tall palms and large hardwood trees. She stated that Mary Jane and Israel from TruScapes are expecting sod to fill in more during rainy months. They will continue to monitor and Mary Jane will update the Board at the next meeting. Bids will need to be obtained for removal of a hazardous tree in the front yard of 16674 Coriander (Potts).

Old Business:

Webpage- Tom requested passwords to Sandcastle's website in order to edit CCSFII's page.

Audit- Nothing new to report.

Misc. Exterior Wood/Soffit Repairs/Replacement- Bids for \$2300 each were reviewed by the Board from BDK and Renner and Sons. Neither contractor's bid was approved due to insufficient description of work to be done plus identification of 2 additional units that need to be included in the bidding process. The following 8 units will need replacement/repair services provided this fall: 16579 (Hanst) rotted wood trim near garage door; 11099 (Saludes/Miller) wood rot above garage door; 16654 (White) fascia near garage door; 16605 (Taggart) Soffit

repair; 16746 (Gates) fascia on rear of house; 16780 (Paone) wood rot below front door and rot near satellite dish; 16804 (Forster) rotted wood beam front entry; 11091 (Sandler) wood rot above garage door.

Dennis made a motion to approve spending up to \$3000 for wood and other related repairs at these 8 units. Tom seconded and the motion passed 4-0. Work to be scheduled after contractor is selected

Phase 3 Painting- The Board reviewed the Phase 3 scope of work prepared by Carolyn. Tom and Dennis both noted a few changes that they would like made. Dennis would like drip edges bid out on a per-unit basis instead of the entire project lumped together.

Hurricane Prep- Nothing new to report

New Business:

2020 Budget- The Board unanimously agreed to forgo the August Board meeting. The treasurer (via conference call), President and CAM will meet at 10 AM on August 26th at Sandcastle' office to develop a draft of the 2020 budget

Emergency Contact Info- Carolyn recommended that either the old Emergency Contact Information Page on the SFII webpage or Matt's SFII Unit Owner Information Sheet be slightly revised to add a check off section for Unit Owner's usage category and obtain updated information regarding unit owners current local contact person/watcher who would have a key or code to provide access to the unit in the event of an emergency situation or delivery of a contracted service (ie painting an opened front door entry) when the owner is not available.

Master Board Representative's Report- Mickie LeBlanc gave the Cinnamon Cove Master report. The loan for the new parcel has been closed. A \$600,000 loan has been obtained from BB & T Bank on the 3 parcels of land purchased earlier this month.

Requests for Additions/Modifications- None

Board Comments- None

Adjournment- Tom made a motion to adjourn at 11:38 AM, Bob seconded and the motion passed 4-0.