

**Cinnamon Cove Single Family II
Board Meeting Minutes
September 30, 2019**

Call to Order- The meeting was called to order by 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, and Mary Jane Corning in person. Dennis Frisch and Tom DeBoni attended via teleconference/video call.

Approval of Minutes- The Board reviewed minutes from the July 29 Board Meeting. Mary Jane made a motion to approve, Bob seconded and the motion passed 5-0.

Treasurer's Report- Tom DeBoni gave the Association's August 2019 Financial Report.

Manager's Report- Tom has updated Sandcastle's Cinnamon Cove II Website Page. Siciliano's house, 16722 Coriander, was struck by lightning a few weeks ago and needs to be repaired. Dennis made a motion to approve JTCC Construction to do these repairs, Mary Jane seconded and the motion passed 5-0.

Committee Reports:

Irrigation- Bob reported that various issues have arisen with the sprinkler system. An electrician needs to fix a few issues on a control valve near Harrenstein's house (11115 Caravel). More volunteers are needed for the irrigation committee. Contact Bob or Dick Gates

Lamp Posts- 16746 and 16555 need underground wiring repaired in order to get power to the lamp posts. A bid was received from Perfect Connections for \$750 per house, but the Board felt this is too high and would like a better price.

Landscaping- Mary Jane addressed sod and landscaping issues within the community. The landscaping committee met on 9/12 and discussed TruScapes performance, replacing sod, and other landscaping needs. Grass has filled in most dry areas, but new dry areas are presenting themselves due to lack of rain. The owner of 16588 has requested that some areca palms be removed within the 4' border of her house. Mary Jane asked CAM Matt to inspect and send the owner a letter. Mary Jane provided a list of addresses that need to be monitored for sod replacement.

A replacement Magnolia Tree will be planted at Norr's house 16650. Cost of tree, deliver, and installation will be \$426.

Old Business:

Audit- Matt provided an update on the audit. Wallace Sizelove has requested more documents.

Repairs (wood and other misc)- Matt presented a bid from BDK for repairs to rotted wood and other misc repairs. JTCC will also provide a bid for this project and Matt will choose a contractor after the second bid is received.

Phase 3 Painting and Phase 1 and 2 Drip Edges- Two bids have been received for painting. One more bid will be received before a decision is made.

2020 Budget- The Board reviewed a draft of the 2020 budget. Once the Master Association finalizes their budget, the Board will approve a draft to be mailed to residents and approved in November.

New Business:

2020 Roof Replacement- Two roofs are scheduled to be replaced in 2020: 16756 (Shank) and 16578 (Kalbfleisch).

16674 Tree Removal- A tree is damaging the driveway at 16674 Coriander. The Board received a bid from Anchor \$1375, Tom made a motion to approve, Bob seconded and the motion passed 5-0.

Master Association Update- Mickey LeBlanc provided the Board with the Master Association Update.

Requests for Additions/Renovations:

16636 Coriander- Request to install a paver driveway. Mary Jane made a motion to approve, Bob seconded and the motion passed 5-0.

11115 Caravel- Request to install a solar tube. All paperwork has been provided. Mary Jane made a motion to approve the solar tube, Bob seconded and the motion passed 5-0.

Request to install a paver driveway and widen footprint. License and insurance have been provided. Owner is responsible for moving sprinklers and any necessary repairs. Dennis made a motion to approve, Mary Jane seconded and the motion passed 5-0.

16794 Coriander- Request for a new garage door. This was approved via email and needs to be ratified. Mary Jane made a motion to approve the request, Bob seconded and the motion passed 5-0.

Board Comments- Tom asked about welcome packets being sent to new owners and would like to add it to the webpage.

Adjournment- Mary Jane made a motion to adjourn at 11:26 AM, Bob seconded and the motion passed 5-0. An open forum followed for all unit owners to discuss their concerns/requests.