

The Cottages at Millhopper Forest Homeowner's Association, Inc.  
Annual Meeting of the Members  
January 18, 2017

Office of Guardian Association Management  
Santa Fe College Center for Innovation & Economic Development\  
530 West University Avenue, Gainesville, FL 32601  
6:00 PM

Minutes

Location

Office of Guardian Association Management, Santa Fe College Center for Innovation & Economic Development, 530 West University Avenue, Gainesville, FL 32601

Call to Order

The meeting was called to order at 8:22 PM.

Attendance, Roll Call, Determination of Quorum

The roll was taken by sign-in sheet; proxies were certified. There were twenty-six (26) members present; ten (10) in person and sixteen (16) via proxy. A quorum was established. Representatives present from Guardian Association Management were Kelly Burch and Tom Eaton.

Proof of Notice of the Meeting or Waiver of Notice:

Proof of notice of the meeting, a signed notarized affidavit, that notice of the meeting was mailed or emailed to all owners, was presented and accepted by consensus.

Reading and Disposal of any Unapproved Minutes

Alice Wheeler noted that an amendment was necessary to the minutes of the January 20, 2016 Annual Members Meeting. Phyllis Emmel made a motion to approve the minutes as amended. It was seconded by Chip Emmel and approved unanimously.

Reports of Officers

There were no reports as the Officers felt the earlier report in the Millhopper Forest meeting covered all issues.

Reports of Committees

N/A

Election of Directors

As there were two (2) open seats and only two (2) candidates, an election was not necessary and Penny Bugos and Charles (Chuck) Goad were announced as the Directors seated to the Board with two (2) year terms expiring in 2019.

Nominating Committee

Phyllis Emmel, Pam Goad and Marianne Prince were appointed as the Nominating Committee.

Unfinished Business

Lawn Maintenance – Alice Wheeler reported that she brought nine (9) proxies and all nine (9) owners that she received proxies for wished to change lawn contractors due to the poor appearance of the lawns and ruts in the grass. It was noted that the Board of Directors would set a date to meet the following week to discuss the lawn maintenance proposals and decide on a contractor. Additionally, it was decided that a letter would be sent to all owners to clarify what services are provided as part of the contract after a

decision was made on the proposals submitted. The letter would also request that any concerns related to service provided be communicated to the Board through the management company for tracking and follow up purposes.

New Business

N/A

Adjournment

There being no further business, the meeting was adjourned at 8:50 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management