

The Cottages at Millhopper Forest Homeowner's Association, Inc.
Board of Directors Meeting

January 25, 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 6:08 PM.

Attendance, Roll Call, Determination of Quorum

Board members present were Penny Bugos, Chuck Goad and Steve Scanlan. A quorum was established. Representative present from Guardian Association Management was Kelly Burch.

Reading and Disposal of Any Unapproved Minutes

Chuck made a motion to waive the reading and approve the minutes of the December 12, 2016 Board Meeting. It was seconded by Steve and approved unanimously.

Reports of Officers

Chuck noted that there were several owners on the Accounts Receivable report and asked if that was from the recent changes to the payment method of HOA fees. Kelly reported that all owners on the reports had been contacted and most had communicated with her office regarding payment.

Old Business:

N/A

New Business

Lawn Maintenance Contract: Lawn Maintenance contracts were presented from four (4) contractors for lawn services. The scope of services, the service provided by the current contractor and the cost of services associated with each proposal was discussed at length. Homeowner Wayne Gruber presented concerns over the performance of the current contractor stating that he wished to see a change in lawn maintenance companies and would prefer West Farms. Homeowners John and Rita Sutherland expressed their satisfaction with the current company and made suggestions for communications of concerns to the current contractor.

Penny made a motion to accept the proposal presented by J.M. & Associates at the proposed price of \$46,440.00 per year with a note that the Association expects that complaints be responded to in a timely fashion and that a follow up procedure be put into place. Chuck seconded the motion and it was approved unanimously. It was noted that the specific homeowner issues discussed would be communicated directly with J.M. & Associates.

Adjournment

There being no further business, the meeting was adjourned at 7:01 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management