

# 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 6:33 PM.

#### Attendance, Roll Call, Determination of Quorum

The roll was taken by sign-in sheet; proxies were certified. There were forty-five (45) members present; seventeen (17) in person and twenty-eight (28) 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

David Fox made a motion to waive the reading and approve the minutes of the January 20, 2016 Annual Members Meeting. Sig Freund seconded the motion and it was approved unanimously.

#### Reports of Officers

##### **President:**

Steve Scanlan provided a report of the major maintenance projects that had been completed in 2016 which included:

- Replacement of the pond aerator
- Installation of Jasmine in the parking islands in The Cottages near the large retention pond
- Pressure washing common area sidewalks, curbs and signage throughout the community
- Removal of growth on the brick wall along Millhopper Road
- Removal of several trees along Millhopper Road that were dying, diseased or distressed, which included Magnolias that were installed at the time of development of the community.
- Restoration of the dock completed by Tracy Connors and Chuck Goad.
- Entrance signs were replaced.
- The overflow structure in the large retention pond was identified and it was verified that it was functioning properly.
- A self-closing mechanism was installed on the gate.
- The trees in the common areas were trimmed to clear all sidewalks and parking areas
- Many cracks in the asphalt were filled and sealed throughout the community.

## **Secretary:**

Tracy Connors pointed out that the decisions and actions of the Association Board generally focus on three broad objectives, including:

- Security: Personal and Property;
- Quality of Life; and,
- Economic Value: Retain, protect, and advance the economic value of Member homes and property.

The decisions and activities of the Board in 2016 included:

**Management, Major projects and improvements**, e.g. selection of a new management company (GAM) following a bidding process in which Tracy Connors, Barbara Johnston, and Rita Sutherland were heavily involved in research and evaluation to prepare the scope of work and a ranked evaluation that identified the most qualified, economical management company for recommendation to the Board; Alice Wheeler was cited for her service, time and efforts as a Director of The Cottage Board and attention to landscaping contract compliance; Alice Patlovich was cited for her efforts during the approaching hurricane to establish a call list for the neighborhood, including sources for potential emergency supplies, and portable generators for electricity to protect frozen foods during extended power outages.

**Special events**, such as the Easter Egg Roll planned and implemented by Saveela Assad, assisted by Jan Freund;

**Architectural Review Committee** assessments. It was noted that all available lots in Millhopper are now home sites. Numerous requests by owners for changes and improvements were reviewed and approved by the Committee during 2016. The Architectural Committee, which is comprised of the Board of Directors, was thanked by attending Members for its reviews of numerous Requests for Modification. The Committee expressed its appreciation for the support and cooperation by Members during the ARC process that is needed to ensure and protect overall values and aesthetics throughout the neighborhood.

Note: Connors pointed out that on one occasion, what did not happen in the way of a “capital improvement,” was a “win” for the Association. In mid-2016, GRU approached the Association to insist that a section of the brick wall enclosing major electrical equipment on 53<sup>rd</sup> Avenue west of the main gate be “moved” to allow more access to its equipment. The Association was represented by Steve Scanlon (assisted by Chuck Goad), who pointed out prior permissions and acceptances of long standing which supported the Association’s position that it was in no way financially (or otherwise) responsible for any demolition or new construction required. Ultimately, GRU moved and/or replaced the equipment within the existing enclosure at its own expense.

Connors closed his report with appreciation for the “dedicated Members who have stepped up to volunteer in many ways to help improve our neighborhood and its quality of life.”

**Treasurer:** Chuck Goad reported that the reserves were lower than normal in 2016 due to the concrete repairs that had been completed.

## Reports of Committees

N/A

## Election of Directors

It was announced that Gary Jones and Sig Freund had withdrawn their names from the ballot. Additionally, Alice Patlovich was nominated by Tracy Connors, and a candidate information sheet was

available for all those present. As there were only two (2) candidates remaining (Charles “Chuck” Goad and Alice Patlovich) and two (2) open seats, it was announced that no election was necessary. The 2017 Directors seated were Charles (Chuck) Goad and Alice Patlovich. They will each serve for two (2) year terms which expire in 2019.

#### Appointment of Nomination Committee

Tracy Connors, Phyllis Emmel, David Fox, Sig Freund, and Marianne Prince were appointed as the Nominating Committee.

#### Unfinished Business

- The action items were reviewed and updated, attached.
- Tracy provided an overview of the document amendment process; The Board Covenants Review Committee has met to review the existing documents and proposed changes which have been sent to attorney Julie Naim for a review and opinion. Attorney Naim has provided her opinions and the Committee is currently reviewing her suggested revisions. The Committee will meet again to discuss the suggested revisions, make additional changes/suggestions as appropriate, and will then send the documents out to the Membership for review and feedback. After receiving feedback from the Membership, the Committee will meet again to make any additional revisions needed to respond to Members’ recommendations, and then send the documents back to Attorney Naim for a final review. The Board of Directors will then formally vote to propose the amendments, and a Special Member’s Meeting will be called. All Members will be provided a copy of the final draft prior to the Special Member’s Meeting and the Membership will vote on the amendments.

#### New Business

- Rita Sutherland requested an update on installation of the fiber optic cable by AT&T. Kelly Burch reported that one roadway boring had yet to be completed and that additional sod had to be laid throughout the community. The delay in sod work was due to the cold snaps and all sod farms having brown sod.
- Diana Bright suggested that the gates be kept closed throughout the day. Discussion followed regarding the potential cost increases associated with maintenance and additional use. The room was polled with a majority of those present in person in favor of leaving the gate open during the day.
- Marianne Prince reported that someone had trouble at the call box one evening and it may not be functioning properly. Steve Scanlan volunteered to investigate further and report back to management.
- It was suggested that the Association create an updated directory of owners with contact information. Kelly Burch was asked to email owners and request updated information for the directory.

#### Adjournment

There being no further business, the meeting was adjourned at 8:00 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management