

Oak Ridge at High Spring Homeowners' Association, Inc.

c/o Guardian Association Management
530 West University Ave, Gainesville, FL 32601
Telephone: (352)353-4812 / Fax: (352)562-7453
Kburch@GainesvilleGAM.com

Board Meeting

November 13, 2018

High Springs New Century Woman's Club
23674 West US Highway 27
High Springs, FL 32643
6:30 PM
Minutes

Location

High Springs New Century Woman's Club, 23674 West US Highway 27, High Springs, FL 32643

Call to Order

The meeting was called to order at 6:31 PM.

Roll Call/Certification of Quorum

Board members present were Dick Brodbeck, Rick Howe, David John and Lindsey Redding. A quorum was established. Representative present from Guardian Association Management was Kelly Burch.

Review and Adoption of Agenda Items

Lindsey made motion to accept the agenda items. It was seconded by Rick and approved unanimously.

Consideration of Minutes of the Last Meeting – October 20, 2018

Lindsey made a motion to accept the minutes of the October 20, 2018 Board Meeting as written. It was seconded by Dick and approved unanimously.

Resident Comments

Tom Story had questions about how to log into the website. It was reported that the new management company did not yet have all the information set up on the website, so the information was not yet published, however, there would not be a "login" required.

Joy Nasworth had a request that the information on the website be kept up to date.

Bill Biello requested that CCR inspections continue during the transition period with the new management company. Dick Brodbeck reported that the Fines/Rules Committee would send out notices to blatant violations and that the Committee would work with management to have all processes in place to begin routine monthly inspections and notices in January. Mr. Biello also has questions about the budget which Mr. Brodbeck stated management provide answers to via email.

Stephanie James stated that she believed that the amount budgeted for office supplies seemed high and requested that in future budgets the owners be provided with a format that shows the previous years budget as well as the amounts spent year to date.

Ms. Irizarry requested that a light be placed at the second entrance.

Committee Reports

- Budget Committee: Dick Brodbeck provided an update on the budgeting process and explained that the proposed 2019 budget allowed the quarterly assessment to remain at \$120 per quarter, per home. Dick made a motion to approve the 2019 Budget as presented. It was seconded by David and approved unanimously.
- ARC Committee:
- Fines/Rules Committee: Dick Brodbeck reported that the Committee planned to begin oversight of the inspections in January of 2019. During the time of transition to new management (November and December 2018) the Committee planned to meet with management and ensure that all the processes were in place that were necessary.

- Social Committee: Lindsey Redding reported that the Fall Bash was a success with approximately 40 people in attendance and the Committee was looking to schedule 2 or 3 events in 2019 that involved more community involvement.

Manager's Report

Kelly Burch reported that files had been received from the previous management company and that they continued to go through the files. They had not yet received the October financials; however, they had received the owner balances and she requested permission from the Board to send out courtesy letters to the owners with balances to notify them of the issue. The Board agreed to allow a courtesy notice to be sent out.

Legal Report

Julie Naim presented an update on the status of the roadways in phase 2 and Rick Howe requested that owners attend the City Commission meeting scheduled for November 27th. He stated that further information would be sent to the owners regarding the time of the meeting.

President's Report

No Report

Old Business

None

New Business

None

Adjournment

There being no further business, the meeting was adjourned at 7:15 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management