

The Cottages at Millhopper Forest Homeowner's Association, Inc.  
Annual Meeting  
January 31, 2018  
Guardian Association Management  
Santa Fe College Center for Innovation & Economic Development  
530 West University Avenue  
Gainesville, FL 32601  
6:00 PM

Minutes

Location

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 7:26 PM.

Attendance, Roll Call, Determination of Quorum

The roll was taken by sign-in sheet; proxies were certified. There were twenty-two (22) members present; eleven (11) in person and eleven (11) via proxy. A quorum was established. Representative present from Guardian Association Management was Kelly Burch.

Proof of Notice of the Meeting or Waiver of Notice

Management presented a signed, notarized affidavit that notice of the meeting was mailed to all Lot Owner. Proof of Notice of the Meeting was accepted.

Reading and Disposal of Any Unapproved Minutes

Chuck made a motion to approve the 2017 Annual Meeting Minutes. Penny seconded the motion and it was approved unanimously.

Reports of Officers

Steve reported that the majority of the issues faced in 2017 had to do with the well, the pump and the irrigation system but most have been corrected. Jeremy continues to work on the irrigation system and make corrections as needed. Alice Wheeler asked if a professional irrigation company had been consulted to look at the irrigation system to make recommendations on what could be done to improve the system. Kelly reported that she had spoken with one company that suggested that the entire system be upgraded and stated that it would entail rewiring and installing new sprinklers at each property. Kelly was asked to reach out to that company again and schedule a walk through with Jeremy and possibly Penny for a consultation. Steve also reported that the trees and vines around the well have been cleared out. The Landscape Committee is working to design a plan for the area and have a proposal from Jeremy. It was suggested that additional proposals be obtained for the design as well. It was noted that the Purcell's would like to have tall shrubs or plants installed in the area for privacy. Chuck reported the reserve account was drained due to the pump replacement and that Millhopper Forest will be contributing to the well reserve and maintenance beginning in 2018. He stated that the goal for 2018 will be to build up the reserve account back to where it should be.

Reports of Committees:

Penny Bugos, Barbara Johnston, Marianne Prince and Rita Sutherland were appointed to the Landscape Committee. Rita Sutherland was appointed as the Chair of the Committee.

### Election of Directors

There were two vacancies and two candidates that submitted their names to be placed on the ballot. Kelly asked if there was anyone present that wished to nominate themselves from the floor. There was no one interested in nominating themselves from the floor, therefore, there were the same number of candidates as there were vacancies, so no election was necessary. The 2018 Board of Directors was announced as Penny Bugos, Chuck Goad and Steve Scanlan.

### Appointment of Nominating Committee

Volunteers were requested to serve on the Nominating Committee for the 2019 Election of Directors. Chuck Goad, Marianne Prince, and Rita Sutherland were appointed to the Nominating Committee. Chuck Goad was appointed as the Chair of the Committee.

### Unfinished Business

The Action Items were reviewed. Updated Action Item List attached.

### New Business

The tree in the common area at 5118 NW 58<sup>th</sup> Place has not had the stump ground. Kelly was asked to have A&S Tree Service out to have the stump ground.

The Board was asked if mulch was included in the monthly fee. It was noted that mulch was not included, and each owner is responsible for the mulching of their property and management would send out a notice to all owners closer to spring to let everyone know that they will have to mulch all areas. Jeremy will provide estimates to all owners and can provide a discount if done in bulk and in conjunction with the common area mulching.

### Adjournment

There being no further business, the meeting was adjourned at 7:59 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management