

Palm Grove Owners Association, Inc.
Board of Directors Meeting
October 10, 2017
Palm Grove Clubhouse
Minutes

Location

Palm Grove Clubhouse

Call to Order

The meeting was called to order at 6:18 PM.

Attendance, Roll Call, Determination of Quorum

Board members present were Robert Foltz, Tim Rockwell and Mike Vukson, a quorum was established. Representative present from Guardian Association Management was Kelly Burch.

Reading and Disposal of Any Unapproved Minutes

Tim made a motion to waive the reading and approve the minutes of the July 25, 2017 Board Meeting. It was seconded by Mike and approve unanimously.

Reports of Officers

The Officers had no reports.

General Manager's Report

Financial Report – Kelly reported that one account was currently at the attorney and making monthly payments. There was one additional account at the attorney. There were 7 accounts past 90 days delinquent that had been sent a Final Notice of Delinquency and would be sent to the attorney for collections if they had not paid by October 27, 2017. Additionally, there were several owners on the report that owed a small amount of interest. Bob made a motion to waive all accounts with a balance under \$5.00. Mike seconded the motion and it was approved unanimously.

Covenant Enforcement – Kelly reported that enforcement letter continue to go out to owners and there are a few homes that are awaiting the Fining Committee. Bob requested that he be sent a copy of the CCR spreadsheet with the properties being sent to fines noted.

Unfinished Business

Clubhouse Roof – Bids were presented from three companies to re-roof the clubhouse. Mike made a motion to approve the bid from Perry Roofing for the metal roof with a color to be chosen as close to what is currently in place. Tim seconded the motion and it was approved unanimously. Kelly was also asked to obtain the six (6) top color selections for metal roofs from Perry Roofing for future ARC selections. It was noted that this item was to be paid out of the Reserve Fund.

Pool Deck – Bids were presented from two companies for the filling of the cracks and resurfacing of the pool deck. Mike made a motion to approve the bid from Pool Solutions, contingent on obtaining a written statement from them that all of the cracks will be filled and that a Kool Crete material will be used. Tim seconded the motion and it was approved unanimously. It was noted that this item was to be paid out of the Reserve Fund.

Bathroom Floors – Bids were presented from two companies to install ceramic tile and vinyl in the clubhouse bathrooms. Tim made a motion to table the item until an additional bid could be obtained by an owner present and presented to management for comparison. Mike seconded the motion and it was approved unanimously.

Halloween – Bob reported that management is still working to get 2 off duty officers to patrol the neighborhood on Halloween to help curb mischief.

New Business

Deactivation of Key Fobs – Mike made a motion to deactivate all key fobs on accounts that had a balance of 90 days or more. Tim seconded the motion and it was approved unanimously.

2018 Budget – The 2018 Budget was discussed at length. Mike made a motion to close the BB&T operating and reserve accounts and open new accounts with Ameris bank with signers as Thomas Eaton and Robert Foltz. Tim seconded the motion and it was approved unanimously. Mike made a motion to approve the 2018 Budget as amended, attached. Tim seconded the motion and it was approved unanimously.

Bi-Annual Assessment Due Date – Bob reported that he was approached with a request to move the dates that assessments are due as the January 1st due date comes right after Christmas and the July 1st due date impacts vacations. Mike made a motion to move the due dates of the Bi-Annual assessments to March 1st and September 1st of each year. Tim seconded the motion and it was approved unanimously.

The Annual Meeting was scheduled was Monday, January 8, 2017.

Adjournment

There being no further business, the meeting was adjourned at 7:36 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management