

LAUREL OAK AT LIVE OAK PRESERVE
HOMEOWNERS ASSOCIATION MEETING

14 January 13
MINUTES

1. Call to order: 6:55 pm
2. Roll Call: Janel, Sandra, & Jamie present.
3. Board Member Vacancy
 - a. Vince Cruz: Vince's position is vacant following his recent resignation due to time requirements as a Board member.
 - b. Jason Rebmann: Jason tendered his resignation prior to the start of the Board meeting citing the heavy time burden required to properly conduct Treasurer duties, the difficulties and cost associated with running the old Treasurer's laptop computer and associated accounting software, the inability to print necessary documents, time requirements for sending and receiving official correspondence, and collecting HOA mail at the Post Office. He provided the Board a 3-page hand-written financial summary and turned over correspondence received regarding HOA Dues and payments. He insisted on retaining one PO Box key until his name is officially removed from its documentation.

Note: * In addition to the PO Box key, Jason did not turn over the boxes of files and documents that the prior Board had given to him and the Christmas decorations purchased by the HOA. The Board will make arrangements to get those items returned.
4. Approval of 22 October 12 Meeting Minutes: APPROVED 3-0 (Janel, Sandra, Jamie).
5. Financial Update: Stated in 3.b. above.
 - a. Financial Backup – N/A. Because of Jason's resignation, there will be no alternate named.
 - b. Estoppels – Jason responded to 1 request for Estoppel for property being sold and Janel responded to 2 requests for Estoppels to attempt recovery of overdue funds.
 - c. Bad Debts – Nothing new to report.
 - d. Payment Booklets – All payment booklets were mailed. Janel requested 1 be sent to the Hickersons, who reported they had not received theirs yet. Janel worked with Regions Bank and deleted Vince from the primary Lockbox administration.
6. Legal – File Annual report: MOTION to defer vote to file Annual Report until next month.
APPROVED 3-0.
7. Monument Upgrade – Next steps: Send the contract to Cornerstone with the ½ payment check. MOTION to engage Cornerstone to perform electrical repairs to the non-working monument light fixture, or another electrician if services not available through Cornerstone. APPROVED 3-0. (Janel, Sandra, Jamie).
8. Re-order of waste bags: Jason procured and delivered the new bags prior to commencement of the Board meeting tonight.
9. Landscaping contract review: Janel contacted Big Yellow who realized they had omitted the mulching and tree trimming portions of our contract. The oversight was nicely corrected by Wednesday following the meeting.

10. Pressure washing of common areas: Jamie arranged meetings with three local pressure washing companies. Intent is to select one company to clean the common areas by the next meeting.
11. Vacant Homes Status: The “Shoemaker” home is sold – attempt to collect past HOA dues. The house at 20033 has a Fire Ant problem affecting the next door neighbor. Jamie agreed to contact the supervising management company to correct the problem.
12. Violations: Board reviewed the Master HOA’s list.
13. Next Newsletter (Proposed Topics) Mailing TBD:
 - a. - Payment reminder/clarification
 - b. - Web Site reminder: Bylaws, Past Meeting Minutes, etc...
 - c. - Reminders: Parking, Trash pickup, pet waste pickup
 - d. - Homeowner Pressure washing
 - e. - Common areas are not just for pets

NEW BUSINESS:

14. Master HOA Management of Laurel Oak Village: The Master HOA previously announced the potential cost savings for Villages to merge under the Master’s Management authority thereby cutting several costs to the village HOA. The only Village bills would be the electricity costs of the street lights and investment for Road Repair/Maintenance Reserves. Landscape, Liability Insurance, Legal, Accounting and HOA Management would combine under the Master HOA. There would also be an Escape Clause for the Village to return to self-management if unsatisfied with the Master Management. MOTION to pursue Master Management Absorption. APPROVED 3-0. (Janel, Sandra, Jamie).
15. Interim Management Company: With the recent resignation of the Board’s V.P. and Treasurer, both due to the time demands required for the voluntary service of Board duties associated with “self-management”, the remaining Board members identified the impractical time requirements necessary to continue under self-management. MOTION was made to revisit the Prior Board’s approved decision to move from self-management to a professional Management Company. Janel will solicit updated bids and the Board will select an Interim Management Company to handle Financial services while pursuing the merger with the Master HOA. APPROVED 3-0. (Janel, Sandra, Jamie).
16. Set next meeting date: NLT Feb 21st but preferably sooner based on Jamie’s return from business trip to expedite selection of a Management Company.
17. Adjourn meeting: 7:35 pm