

**East Lake Woodlands Cluster Four Home Improvements, Inc.**

**Meeting of the Board of Directors March 13<sup>th</sup>, 2017**

**Approved Minutes**

A meeting of the Board of Directors of the East Lake Woodlands Cluster Homes Unit Four was held on March 13<sup>th</sup>, at 6:30PM at the Progressive Mgt., office. Directors present, Rick Cantrell, Jean Wray, Jill Bartholmey, Barbara Shagrin, Frank Clarke, Betty Payne and Helen Crowley by phone. Bill Martin of Progressive Mgt., also attended and a quorum was established. Rick Cantrell, President, called the meeting to order at 6:28 PM.

**Order of Business:** Minutes from the February Board Meeting were read and approved. The Minutes from the Annual Meeting were deferred until April.

At this time, several Board members questioned the validity of the rule that only the President and Secretary can determine what will go on any agenda.

**Treasurers Report:** Jill reported there was an increase of \$1290.00 in Accounts Receivable and a new sprinkler pump was installed for \$2055.00.

**Managers Report:**

1. Bill will notify Betty of any requests from Members concerning landscaping problems.
2. Bill advised the Board that the three year review is due for the HOA Insurance appraisal at a cost of \$1280.00. Bill will confirm if the insurance company covers South Woodlands street and sidewalks. Ratification deferred to the next Board meeting.

**Residents Open Forum:** A resident had questions regarding the “walk around” procedure. Betty announced that a long term plan is in the works to cover the existing problem trees and shrubs. This plan will need to be submitted to the Board for approval.

A resident questioned the requirements for a storm door replacement and an expansion of a lanai. They also requested permission to replace windows, of a different color, in segments due to the high cost. The owner was informed that this would violate our documents. A "Neighborhood Watch" was suggested but not acted upon.

**Architectural Report:** Two applications were approved.

**Irrigation Report:** Frank reported there have been no complaints.

**Deferred Maintenance:** Rick stated a mail box post had been replaced and two shed posts have been repaired. He also has determined where the next fifteen vinyl fences will be installed and will add five more to the list.

**Welcome Committee:** Barb reported one new resident on Collette was visited but have been unable to meet the renter on Tads Trail. Revisions to the "Welcome Letter" were incorporated as advised. Helen requested a master copy of the different documents in the Welcome folder. It was suggested that long time Members should receive a copy of the revised Welcome Letter.

**Old Business:** An in depth discussion was held regarding adding items to an agenda. Bill stated that Florida Statutes do not allow a vote on anything that is not on the agenda. It was agreed that if four out of seven Board members want an item on the following month's agenda it will be added. This would be handled under New Business. A lengthy discussion regarding establishing a web site was held and all agreed it should be tabled at this time. Rick stated he will get a 2<sup>nd</sup> bid for painting. To change the color would require a Membership vote

**New Business:**

1. The subject of mulch was broached and will be covered in the new Landscaping Plan.
2. It has been determined that the existing electrical service is within code.
3. Frank suggested we discuss a regularly distributed "To Do List".

The next meeting of the Board will be April 10th at 6:30 PM at the PMI office.

**There being no further business a motion was duly made and carried to adjourn  
at 7:30 PM.**

**Respectfully submitted,  
Jean Wray, Secretary**