

**ELW CLUSTER HOMES IMPROVEMENT ASSOCIATION
UNIT FOUR, INC.
BOARD OF DIRECTORS MEETING
November 14, 2022**

A Meeting of the Board of Directors of East Lake Woodlands Cluster Homes Unit Four Association, Inc. was held via ZOOM, **November 14, 2022 at 6:30pm.**

- **Call to Order** – The meeting was called to order at **6:34** by Vice President Frank Clarke.
- **Calling of the Roll** – Directors present were Jill **Bartholmey**, Andrea **Cooley**, Frank **Clarke**, Cathy **McCarthy**, and Steve **Rogers**. Also present was Peggy **Semsey**, Property Manager, and two residents.
- **Reading and Disposal of Unapproved Minutes** – **MOVED(Bartholmey/McCarthy)** to approve the minutes of October 10, 2022 as corrected. Approved unanimously.
- **Treasurer’s Report** – **Bartholmey**: Everything seems to be proper. Income and expenses are nicely balanced.
- **President’s Report** – **McCarthy**: no report.
- **Manager’s Report** – **Semsey**:
 - No liens in place
 - No new owners
 - Annual meeting venue is confirmed by the Lutheran Church of the Resurrection, Palm Harbor, for January 14th.
 - RedTree Landscaping rejected the recent changes requested to the contract.
 - Heritage Insurance has agreed to replace three (3) windows at 160 Evelyn.
 - AAA Diversified requests a 50% deposit on the \$29,500 cost for rebuilding the carport at 150-160 Evelyn.
 - Pressure cleaning completed October 25 and 26.
 - Mulching began November 14.
 - Asphalt Repair/Replace quotes have been requested from Driveway Maintenance Inc. (\$11,536), Florida Paving (\$7,474), and Parking Lot Services (pending). This expense is not covered by insurance.

- **Unfinished Business** – (and motions during reports, if any)
 - 1) Electric Meter Box Replacement had been deferred to the February meeting.

- **New Business** –
 - 1) 2023 Budget – **MOVED(McCarthy/Bartholmey)** to approve the budget as corrected with a monthly maintenance fee of \$425. Passed unanimously.
 - 2) Letter of Engagement – **MOVED(Bartholmey/McCarthy)** to have M&A prepare our 2022 tax return.
 - 3) Rollover of excess funds – **MOVED(McCarthy/Cooley)** to roll over any excess funds remaining at year-end. Passed unanimously.
 - 4) Ratification of carport rebuild quote – **MOVED(McCarthy/Cooley)** to ratify the quote by AAA Diversified. Passed unanimously.
 - 5) Asphalt Repair quotes – **MOVED(McCarthy/Cooley)** to table pending receipt of quote from Parking Lot Services. Passed unanimously.

- **Questions and comments from the floor**
 - **Helen Crowley (60 Colette)** – Just checking in. Helen thanked the board for their work.
 - **Dana Conway (600 SW)** – just observing how a board meeting goes.

- **Adjournment** – There being no further business to come before the Board it was, **MOVED(McCarthy/Cooley)** to adjourn at 6:53pm. Approved unanimously. The next meeting will be on December 12.

Submitted by:

Accepted by:

Frank Clarke, Sec'y
ELW Cluster Homes Unit Four

Cathy McCarthy, President
ELW Cluster Homes Unit Four