

Port Orange Plantation Homeowners' Association, Inc.
Board of Directors' Minutes
Thursday, July 22, 2021

Call To Order: The Port Orange Plantation Homeowners' Association, Inc., Board of Directors' Meeting was called to order at 6:00PM by President Deb Moeller via conference call.

Roll Call:

Deb Moeller	President	Present
Rita Anderson	Vice President	Present
Denise Osterberg	Sec./Treas.	Present
Sherry Clifton	CFCAM	Present
(3 owners present)		

Proof of Notice of Meeting: The Notice/Agenda was properly posted on-site and on HOA website.

Approval of Minutes: Motion made by D. Moeller, seconded by R. Anderson, to waive the reading and approve the Minutes of May 27, 2021; motion carried.

Financial Reports: Written financial reports were presented (Balance Sheet/Profit and Loss). Operating (06/21) \$57,255.86; Reserve (06/21) \$247,456.40. Customer Balance Report was provided as well as a detailed collection report. 14 units are currently in legal for past due accounts. Several units have payment plans and 1 unit in foreclosure has resolved and payment in the amount of \$9,979.65 is anticipated. Motion made by D. Moeller, seconded by D. Osterberg, to approve foreclosing filing against 5302PB pending updated title; motion carried.

Manager's Report: Written report provided by management of items completed/pending (05/21-present). Violation report spreadsheet provided. 2 units are currently in legal for violations; 1 pending. Management representatives are on site for monthly property inspections; board members' assistance with issues may arise in between inspections.

Rules of Civility: The following is noted to assist with meeting procedures; particularly during telephone conference meetings. *No one may speak without being recognized by the Meeting Chair and providing their name and address. *Each person will be treated with respect and treat others with respect. *Personal attacks, abuse or disrespectful language, and disruptive behavior are strictly prohibited. *No debating and or redundancy. *No one may speak twice before all have spoken. *No one may speak more than three minutes.

UNFINISHED BUSINESS:

*Seawall Update: Parties involved had reached a conclusion. A settlement stipulation had been prepared. However, Hodgkin representatives failed to complete the warranty repairs as agreed upon and recently returned (unannounced). J. Hodgekins, Engineer, was contacted to re-visit the property, with legal representation, and board members in the near future. Access to 5312/5314GP has been denied by owners. Legal has forwarded correspondence as responsibility of repairs can be mandated upon these owners. Motion made by D. Moeller, seconded by D. Osterberg, to approve Joe Hodgekins, Engineer, to perform yearly (or twice per year) seawall inspections; motion carried. Seawall inspection to be added to 2022 Budget.

*Landscaping Projects: Board members and owners present discussed areas in need of attention including, but not limited to, walking path, Old Walker/McGuiness, weed whacking around lakes, bushes on railing on McGuiness, replacement of plantings at Old Walker Way and Coraci/Town West, privacy hedges and grass replacement/costs are being received at Town West/Royal Plantation/Coraci. Communications with vendor have been occurring and board members scheduled to meet with Exclusive Landscaping within a week.

NEW BUSINESS:

*Violation Procedures/Extending Time Before Being Closed: Board members and management reviewed the current violation process. First letter sent is 'friendly reminder', second letter sent is certified and notice of legal action at owner expense, and third letter sent is from legal. Management will also contact City of Port Orange for Code Enforcement for assistance in some situations.

*Leases/Rentals: 16 owners have failed to respond to repeated requests for proof of second homes or to provide a copy of lease. Management to forward certified letters once again noticing that failure to provide can/will result in matter being forwarded to legal at their expense. Management to cross-reference list with any additional violations pending.

*ARB Review(S): Motion made by D. Moeller, seconded by D. Osterberg, to approve the requests of (LIST 5 – Addresses/Item); motion carried.

OPEN FORUM/RESIDENT PARTICIPATION:

*Owners present discussed landscaping issues within the community.

ADJOURNMENT: Motion made by D. Moeller, seconded by D. Osterberg, to adjourn the meeting at 6:40PM. Next meeting scheduled September 23, 2021 @ 6:00PM.

Minutes of Thursday, July 22, 2021, approved this _____ day of _____, 2021,
by _____ (Secretary).