

ALTERRA

HOMEOWNERS ASSOCIATION, INC.

Board Of Directors Meeting Minutes

February 24, 2020 at 6:30 PM

First Baptist Church, South Campus

3309 James Redman Parkway, Plant City, FL 33566

1. Call to Order 6:31 PM

Verify Quorum: Quorum was established- Amie Dunn, Joshua Hook and Humberto Palacios were present. Josh Lugo was not in attendance for quorum but did arrive to participate in the meeting. Nine (9) Homeowners were in attendance.

Timely Notice: It was also determined that timely meeting notice had been posted on the community message board 48 hours prior. Kelly Mauzy represented McNeil Management.

Approval on Minutes: Reading of the previous meeting minutes were waived.

On Motion: Duly made by Joshua Hook, seconded by Amie Dunn and carried unanimously.

Resolve: To approve the previous meeting minutes as presented to the board.

2. Management Reports

John McDowell, President, submitted his resignation from the Board of Directors due to a job relocation out of the area effective 2/14/20.

Management stated the January 31, 2020 Balance Sheet shows the association has \$50,300.44 in the operating budget and \$9,827.36 in pooled reserves. Four (4) lots are delinquent for January's assessment and Eight (8) homeowners have paid assessments for all of 2020.

3. Unfinished Business

Newsletter: The Board is finalizing the first community newsletter which will be mailed out to all homeowners and residents.

On Motion: Duly made by Amie Dunn, seconded by Humberto Palacios and carried unanimously.

Resolve: To mail via USPS the first newsletter created by the Board of Directors to all community members and residents.

4. New Business

Landscaping- Proposals Review

Current landscape vendor, Chesky's Outdoors, submitted multiple proposals of varying costs to address the front entrance areas. Proposals were reviewed with community members in attendance, with a final decision being made by the Board.

On Motion: Duly made by Humberto Palacios, seconded by Amie Dunn and carried unanimously.

Resolve: To accept proposal 1407 for \$2,525 which includes: Up to 140 plants, removal of gold mound and to landscape the front entrance.

Board of Directors Positions: Due to the recent vacancy, the Board made the following changes:

President/ Treasurer: Amie Dunn (moved from Treasurer)

Vice President: Josh Lugo

Secretary: Joshua Hook

Treasurer: Humberto Palacios (moved from Director)

Director: Vacant

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Review of Candidate Forms: Candidate Nomination Forms received from the following homeowner:

- Adriana McDonald, community member since January 2019

The Board reviewed Adriana's candidate form and asked a few questions. The Board has chosen to hold off making an appointment to the board, as the vacancy was just created 2/14/2020, the Board would like to allow a little more notice for those interested in serving to come forward. The Board will review all candidate submissions again at their next regular Board of Directors Meeting.

5. Homeowner Comments:

- Dog Waste, can it be addressed in newsletter
- Garbage can violations
- Speeding/ Parking within the community
- Basketball height adjustment not working, crank broken
- Mailbox need to be re-secured, kids climbing on top of
- Park bench need re-secured, kids removing bolts

5. Director Comments:

- Paying off-duty police officers to patrol community
- Future block party
- Community Yard Sale- 2x year, dates TBD
- Rules sign- needs replacement, kids have torn down (BOD has)
- Board would like pond report emailed to them monthly

6. Adjournment

The meeting was adjourned at 8:15 PM.

Approved 6/29/2020 @ virtual BOD mtg
Prepared by Management on Behalf of the BOD