

Oak Hollow Homeowners Association, Inc.
Proof of Notice

The undersigned agent of the Oak Hollow Homeowners Association, Inc. states that notice of the 8/14/16 (date) meeting of the BOD (members, BOD) was noticed by posting (posting, mailing, etc.).

Under the penalties of Perjury, I declare that I have read the foregoing and the facts stated in it are true.

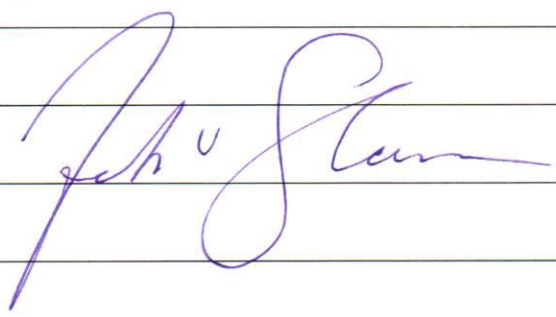

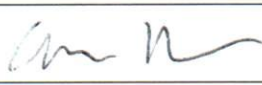
John Nasby
Agent

8/14/16
Date Signed

Oak Hollow Homeowners Association, Inc.
Meeting Sign-In Sheet

Meeting Type: Membership Meeting Board of Directors Meeting

Meeting Date: 14 August 2014

Lot	Signature
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Oak Hollow Homeowners Association, Inc.
Meeting Sign-In Sheet

Meeting Type: Membership Meeting Board of Directors Meeting

Meeting Date: 14 August 2016

Lot	Signature
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Oak Hollow Homeowners Association, Inc.
Board of Directors Meeting Minutes

Date: 14 August 2016

Call to Order: 5:03 P.M., by: Craig Green, President

Board Members Present: Craig Green, President
 Bobby Kimrey, Vice-President
 Andrew Hosler, Treasurer
 Russell Case, Secretary
 John Nasby, Director

Quorum: Yes, No (Majority = 3, Bylaws Article V, Section 3)

Proof of Notice: Yes, No

Approve the minutes of the 10 April 2016 Board of Directors meeting:

Approve	Reject	Abstain	Director
✓			Craig Green, President
✓			Bobby Kimrey, Vice-President
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

All board decisions requiring a vote must be recorded in the minutes (Florida Statutes 720.303(3)).

Old Business:

Florida Statutes 720.3033(1) Certification required from Craig Green and Bobby Kimrey. Andrew Hosler, Russell Case, and John Nasby have already completed and filed their certifications. Please submit to the Secretary at your earliest convenience.

Craig Green submitted certification at the board meeting, 14 August 2016.

New Business:

Note: All paper records have been scanned and preserved electronically. Existing paper records have been turned over to Craig Green, President.

1. Resolve not to accept cash or cards for payment of any assessments. Check, money order, cashier's check are acceptable.

Approve	Reject	Abstain	Director
✓			Craig Green, President
✓			Bobby Kimrey, Vice-President
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

2. Propose to repeal the Records Request Rules and Guidelines approved at the 22 January 2016 Board of Directors meeting and replace with the attached version.

Approve	Reject	Abstain	Director
✓			Craig Green, President
✓			Bobby Kimrey, Vice-President
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

3. The previous attempt to communicate with members via eMail has failed due to lack of response and rejection by some. In order to unify the method of communications, propose to mail all necessary notices by United States Postal Service in compliance with Florida Statutes.

Approve	Reject	Abstain	Director
✓			Craig Green, President
✓			Bobby Kimrey, Vice-President
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

4. Propose to accept the attached eMail policy.

Notes: Changed Rule #8 from "required" to "requested."

Approve	Reject	Abstain	Director
✓			Craig Green, President
✓			Bobby Kimrey, Vice-President
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary

✓			John Nasby, Director
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5. Propose to accept the attached Landscape Maintenance Specification. Upon acceptance it will be sent out for bid.

Notes: Document extensively edited.

Approve	Reject	Abstain	Director
✓			Craig Green, President
✓			Bobby Kimrey, Vice-President
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

6. Propose to accept the attached Reimbursement Policy.

Approve	Reject	Abstain	Director
✓			Craig Green, President
✓			Bobby Kimrey, Vice-President
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

7. While organizing the official records of the Oak Hollow Homeowners Association, correspondence was discovered containing Confidential Information prohibited from disclosure by the Mediation dated 8 September 2015. Verification of this Confidential Information can be made by current board members Russell Case and John Nasby. Florida Statutes 720.303(4)(l) includes: "All other written records of the association not specifically included in the foregoing which are related to the operations of the association." Since this particular written record is prohibited from disclosure by the Mediation Rules, which are established by the Supreme Court of Florida, it is proposed that this item be destroyed.

Approve	Reject	Abstain	Director
✓			Craig Green, President
✓			Bobby Kimrey, Vice-President
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

8. Discuss the landscape improvements for the front entrance including the addition of grading the south edge of our subdivision along Pine Ave. as well as both sides of the entrance to allow water to run off into the ditch instead of flooding the entrance. Discuss Xeriscaping the front entrance with Florida native plants to enhance the appearance, preclude watering, eliminate the need for a well and pump, and reduce maintenance. Propose to add grading and select a landscape provider.

Notes: Andrew will follow-up with the City of Oviedo on the status of re-paving the OHHA streets, will also inquire about repairing the sidewalks, and note the front entrance flooding for possible remediation by the City of Oviedo as part of their re-paving task. No vote necessary.

9. Propose to select a General Counsel to advise the board about legal issues.

Notes: May need counsel for filing liens, subdividing and selling the Common Lot. Three firms were submitted, Peter R. McGrath, P.A., Stage & Associated, P.A., and Wean & Malchow, P.A. More bids will be obtained before selection. No vote necessary.

10. Propose to obtain a URL for Oak Hollow and establish a web site and eMail accounts for board members. An “official” URL, web site, and eMail accounts will cause all eMail correspondence to become official records.

Notes: Russell Case will obtain bids from three hosting companies and three web site developers who will subsequently maintain the site.

Approve	Reject	Abstain	Director
✓			Craig Green, President
✓			Bobby Kimrey, Vice-President
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

11. Analysis of the financial records indicates that Craig Green was charged a \$25.00 Estoppel Fee and that was deposited in the OHHA account on 16 July 2015. The OHHA has never charged Estoppel fees. Therefore, propose that \$25.00 be refunded to Craig Green. Analysis of the financial records is ongoing, but anyone who feels were unfairly charged should let the board know.

Notes: Craig Green requested that the amount be credited to his account.

Approve	Reject	Abstain	Director

		✓	Craig Green, President
✓			Bobby Kimrey, Vice-President
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

12. Discuss Amended and Restated Declaration of Covenants and Restrictions.

Notes: A special membership meeting will be scheduled to address this issue.

13. Discuss budget and specific line items. Cannot approve budget or assessment – must be done at appropriately noticed meeting.

Notes: Account descriptions and budget amounts discussed. Approval will be accomplished in a separate, properly noticed, board meeting.

14. A discussion was held regarding the current annual assessment. An invoice will be sent to members who have not paid, giving 30 days from 15 August 2016 to pay. Subsequent notices and delinquencies from last year will be discussed at a later meeting.

Approve	Reject	Abstain	Director
✓			Craig Green, President
✓			Bobby Kimrey, Vice-President
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

Note: The next Board of Directors meeting will be held on 11 September 2016 at 5:00 P.M. Location to be determined.

Adjournment: 7:29 P.M.

Respectfully Submitted,

Russell Case, Secretary
Oak Hollow Homeowners Association, Inc.

Account	Name	2016 Budget	2016 Actuals	Difference	Variance
20000	Program Income				
20100	Annual Assessments	\$6,250.00	\$7,232.42	-\$982.42	16%
20300	Special Assessments			\$0.00	ERROR, NO BUDGET
20500	Miscellaneous Income		\$0.02	-\$0.02	ERROR, NO BUDGET
	Insurance/Assesment - Mediation Issue	\$10,319.00		\$10,319.00	-100%
	Insurance/Assesment - Pending Issue			\$0.00	ERROR, NO BUDGET
	Total	\$16,569.00	\$7,232.44	\$9,336.56	-56%
50000	Business Expenses				
50100	Business Registration Fees	\$61.25	\$61.25	\$0.00	0%
51000	Contract Services				
51100	Accounting Fees			\$0.00	ERROR, NO BUDGET
51200	Legal Fees	\$1,000.00	\$0.00	\$1,000.00	-100%
51300	Grounds Maintenance	\$2,400.00	\$1,228.38	\$1,171.62	-49%
51400	Repair & Replacement	\$500.00	\$437.94	\$62.06	-12%
51500	Landscaping	\$100.00	\$0.00	\$100.00	-100%
51900	Consulting	\$610.87	\$610.87	\$0.00	0%
52000	Facilities & Equipment				
52100	Equipment Rental and Maintenance			\$0.00	ERROR, NO BUDGET
53000	Operations				
53050	Bank Charges	\$100.00	\$66.20	\$33.80	-34%
53100	Utilities	\$360.00	\$187.25	\$172.75	-48%
53200	Postage & Shipping	\$200.00	\$64.96	\$135.04	-68%
53300	Printing & Copying			\$0.00	ERROR, NO BUDGET
53400	Office Supplies	\$200.00	\$43.85	\$156.15	-78%
59000	Other Expenses				
59100	Insurance - Liability, D&O	\$514.00	\$0.00	\$514.00	-100%
90000	Reserve Accounts				
91000	Deferred Maintenance	\$203.88	\$0.00	\$203.88	-100%
	Total	\$6,250.00	\$2,700.70	\$3,549.30	-57%