

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

Date: 11 December 2016

Call to Order: 5:34 P.M. by: Russell Case

Board Members Present:    Andrew Hosler, Treasurer  
   Russell Case, Secretary  
   John Nasby, Director

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

Proof of Notice:  Yes,  No

Oak Hollow Homeowners Association, Inc.  
Proof of Notice

The undersigned agent of the Oak Hollow Homeowners Association, Inc. states that notice of the December 11th 2016 (date) meeting of the BOD  
(members, BOD) was noticed by mailing (posting,  
mailing, etc.).

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



Agent

12/11/16

Date Signed

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

Approve the minutes of the 13 November 2016 Board of Directors meeting:

Approve	Reject	Abstain	Director
✓			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:

1. Initial reaction from potential landscapers indicates that plantings any sooner than March to April 2017 may be adversely affected by any cold weather. Although it is not recommended to carry over the budget to another year, our attorney has indicated that we can carry the funds over to 2017 but we cannot apply the \$1,928.96 to any other expense. Propose that we reinstate the landscaping special assessment validity and ask Craig Green to continue identifying landscapers and obtain estimates for 2017 landscaping. Then, in 2017 the board can select a suitable proposal.

Notes:

Approve	Reject	Abstain	Director
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

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Board of Directors Meeting Minutes

New Business:

2. The 2016 budget has been approved. As of today we are well within 1% accuracy, with only a \$79.05 variance out of \$8,281.83 in expenses. Of that, \$1,928.96 gets carried forward to next year for landscaping. Now we need to reconcile the assessments levied in 2016 by the previous board. Propose to accept the attached reconciliation of the Membership Account. Once approved invoices with accompanying letters of explanation will go out with a 60 day payment grace period.

Notes:

Approve	Reject	Abstain	Director
✓			Andrew Hosler, Treasurer
		✓	Russell Case, Secretary
✓			John Nasby, Director

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Board of Directors Meeting Minutes

3. Discuss and approve the 2017 Budget.

- Estimate \$1,185.42 carry forward of landscaping budget reduced by slight overruns.
- Grounds maintenance of \$200 per month for mowing, and \$75 every other month for fertilizer and pesticides.
- Add \$550 for removal of leaning pine tree.
- Addition of \$1000 to remove three-trunk oak will put us over the imposed limit of \$300 for the annual assessment. Suggest a special assessment – ask the homeowners if they want to remove the three-trunk oak.

Notes: The \$1000 budget for removal of the three-trunk oak tree is contingent upon the positive recommendation of an arborist. The budget line item for legal expenses is increased to \$2000.

Approve	Reject	Abstain	Director
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

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Board of Directors Meeting Minutes

4. Two landscape maintenance vendors have submitted bids. Propose that one be selected and approved.

Gary's Quality Lawns has proposed \$200 per month.

Lawn Services by Rafael Marrero Jr. has proposed \$375 per month. The amount is increased to \$416.67 per month to include fertilizing and pest control. Rafael was referred by Barbara Stage, Esq.

Notes: Ensure a contract is obtained.

Approve	Reject	Abstain	Director
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

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Board of Directors Meeting Minutes

5. According to the Bylaws, Article III, Section 2, *“The members shall elect the directors for terms of one, two, or three years, allowing terms to be staggered. The Board of Directors shall have the authority to set the terms of office according to the requirements of this section.”* The directors (us) have already been elected and served almost one year. Propose that the term for a director be one year and the entire board be elected simultaneously (staggered terms are too difficult to track), beginning for the calendar year 2017.

Notes: If no quorum of members personally attends, the current board may select the next board.

Approve	Reject	Abstain	Director
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

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

6. The leaning pine tree in the common lot is a hazard. Propose we budget for 2017 Tree Monkey to remove the tree for \$550.00.

Notes:

Approve	Reject	Abstain	Director
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director



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

7. The three-trunk oak tree has rotten part. Tree Monkey has proposed to remove that tree for \$1000. Propose that we include the cost in the 2017 budget.

Notes: Contingent upon positive recommendation of city arborist.

Approve	Reject	Abstain	Director
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

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

8. If adequate votes have been received from the members, propose that the Common Lot be sold.

Notes: We have received 13 positive votes from members (>50% approval). We have received 2 dissenting votes. Therefore, the board votes to proceed with sale of the common lot. We will investigate possible income generating opportunities, sale of the lot as a unit, and subdividing the lot, but as a minimum the lot must be sold for a nominal amount.

Approve	Reject	Abstain	Director
✓			Andrew Hosler, Treasurer
✓			Russell Case, Secretary
✓			John Nasby, Director

Discussion:



- The OHHA tax returns prior to 2015, including the re-submissions, are inaccurate. On advice of counsel we will not correct these tax returns because they will not change the outcome.
- Even though eMails are not official records, they are discoverable in legal action. Therefore, Andrew will set up generic accounts for board member use.
- It is still possible to dissolve the HOA altogether, but there is no process to force the city or county to accept Tract A and Tract B, so maintenance of those would revert to voluntary status.

Adjournment: 6:51 P.M.

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

Meeting Type:  Membership Meeting  Board of Directors Meeting

Meeting Date: 19 December 2016

Lot	Last Name	Signature
1	Potter	
2	Rodd	
3	Kimrey	
4	Nasby	Present but forgot to sign.
5	Poling	
6	Daniel	
7	Case	
8	Gonsalves	
9	Bosley	
10	Hosler	
11	Kuhns	
12	Thomas	
13	Green	
14	Sloan	
15	Roggio	
16	Stevens	

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

Meeting Type:  Membership Meeting  Board of Directors Meeting

Meeting Date: 11 December 2016

Lot	Last Name	Signature
17	Williams	
18	McCorquodale	
19	Worth	<i>James Worth</i>
21	Clark	
22	Wolfe	
23	Colangelo	
24	Schmitz	
25	Markey	
26	Weighill	