

**SUNCOAST POINTE HOMEOWNERS ASSOCIATION, INC.**  
**ANNUAL MEETING**  
**January 26, 2020 at 7:30 pm**

**PRESENT:** Lora Hutt, Vincent Wagner, Tammy Latif, Lisa Marie Gonzales and Monica D'Ambrosio

**Absent:** Ed Latif.

Quorum was established at 7:31 PM.

Proof of Notice was provided by Monica D'Ambrosio. Notice of annual meeting was mailed via USPS and signs had been posted at the community entrances.

Membership quorum was not made. Six ballots were received and there were two members in attendance in addition to the members of the Board. Tammy Latif and Ed Latif will continue to hold the seat for the term.

**MOTION:** Lora Hutt made a motion to adjourn. Vincent Wagner seconded the motion. Motion passed 4-0. Meeting adjourned at 7:34PM.

**SUNCOAST POINTE HOMEOWNERS ASSOCIATION, INC.**  
**BOARD OF DIRECTOR'S MEETING**  
**January 26, 2020**

**PRESENT:** Lora Hutt, Vincent Wagner, Tammy Latif, Lisa Marie Gonzalez and Monica D'Ambrosio

Ed Latif arrived late

Quorum was established at 7:34 PM.

**Officer Appointments:** Tammy Latif and Ed Latif will continue to hold their appointed seats on the Board.

**MEETING MINUTES – November 2020**

Monica D'Ambrosio notified the Board the November meeting minutes were not correct and needed to be corrected. Item discussed at the November meeting for 17023 Ongar Court request to wave compliance fines was incomplete. Monica D'Ambrosio reviewed the discussion and the Board decision and asked the minutes be approved with change.

**MOTION:** Vincent Wagner made a motion to accept the meeting minutes with the change from November 2020. Lora Hutt, seconded the motion. Motion passed 4-0.

**DISCUSSION ON COMPLIANCE:** Monica D'Ambrosio stated she had completed the bi-monthly inspection prior to the meeting. Residents continue to make progress and the community is looking good. Monica D'Ambrosio informed the Board Meritus had begun using Smart Webs for violation and went over the new report. Letters sent to residents would have pictures and the compliance report could be run with pictures to allow the board to see the violations.

The Board requested access to view the reports online like they view the architectural applications. Monica D'Ambrosio to check and provide information to the Board.

Violation letters had been sent out to individuals that had parked vehicles blocking the sidewalk. Lisa Marie Gonzalez stated the topic had been discussed before and the Board had decided not to enforce to accommodate the residents. Lora Hutt confirmed and stated she had discussed it with Monica D'Ambrosio and violations would not be sent out for blocking the sidewalk. Monica D'Ambrosio stated she had not been part of the original conversation but that both she and the Compliance Manager had been made aware by Lora Hutt.

**COMMUNITY FINING COMMITTEE:** Fining meeting was cancelled due to no homeowners needing to be scheduled.

Next hearing date will be February 23<sup>rd</sup> at 7PM prior to the monthly board meeting.

**UPDATED ATTORNEY'S REPORT:** Monica D'Ambrosio provided balance on the two address that are currently in legal status.

**PRIOR ATTORNEY OUTSTANDING INVOICES:** Prior attorney countered the Boards offer of \$7K (\$1K per invoice) with \$17K. The Association's attorney suggested meeting in the middle to help bring the Board closer to resolution. The Board agreed and countered with \$8.5K. As of the meeting, there had been no response.

**Design Standard Updates:** Vincent Wager requested to table the review and discussion until next meeting.

Financial Report: Monica D'Ambrosio informed the Board she had spoken with Lora Hutt earlier in the day regarding the dormant fee assessed by the Bank of OZK. Lora Hutt had asked Meritus to go back to the Bank of OZK and request the fee to be waived and any prior dormant fee as well. The account has a significant balance and there should be no fees charged. Monica D'Ambrosio informed the Board the Association's accountant had already started working on it. The Board also discussed closing out the operating account and transferring the funds to one of the other two banks to avoid any fees. The Board

also discussed if the monies would be better in a short-term CD and asked Monica D'Ambrosio to look into the interest rates for money market checking accounts and short-term CD and the Board would review at the next meeting.

In addition to the dormant fee, Lora Hutt had spoken to Monica D'Ambrosio regarding the negative balance in the playground reserve account on the balance sheet. Monica D'Ambrosio explained the Board had approved improvements to the playgrounds in 2019 and the account must have been set up to track the changes. Looking at the GL, the account had never been funded. Monica D'Ambrosio had discussed the account with the Association's accountant prior to the board meeting and it was recommended by the accountant to reclass the transactions to the General Reserve fund. The Board agreed.

**Comments from Members in Attendance:**

Member asked if the meeting agenda was posted anywhere or made available prior to the meeting. Monica D'Ambrosio stated that it was not. The agenda is normally created and approved a couple of days before the meeting. The Board agreed it would be a good idea to post the agenda on the website a week prior to the meeting so members could view and attend meetings that covered topics of interest to them.

Member asked what the event amount on the budget was used for. The Board stated in the past the community would host events but since COVID those events had been put on hold. Lisa Marie Gonzalez stated the Board could hold a monthly food truck event in both phases. The Board agreed. Lisa Marie Gonzalez will provide a list of trucks and the Board is to determine a location or locations to approve next meeting. The first food truck event is scheduled for Friday, March 5<sup>th</sup>.

Next Board meeting is scheduled for Tuesday, February 23, 2021 at 7:30PM.

**MOTION:** Lora Hutt made a motion to adjourn. Ed Latif seconded the motion. Motion passed 5-0. Meeting adjourned at 8:41PM.