

Brandywine Homeowners Association, Inc.
P.O. Box 37, DeLeon Springs, Florida 32130

Minutes of the Regular Board meeting of August 9, 2016

Call to Order: The meeting was called to order by President Myers at 7:01 pm.

Roll Call: - President Lorin Myers, Vice President Tisa Houck, Secretary Liliane Benucci, Directors, Renee Weber, Diane Hill, Mike Campanella and Treasurer Al Sirutis were present. Visitors included Steve DeLand and Pedro and Johanna Santana.

Minutes: Motion by Weber and seconded by Houck to accept the July 12, 2016 meeting minutes as presented. Passed unanimously.

Correspondence: None to report.

COMMITTEE REPORTS:

Financial: Sirutis reported the following:

- The Finance committee met on August 2nd; Al Sirutis, Chris Sorensen and Lorin Myers were present. The bank statements were reviewed, the Profit and Loss, Check detail, Balance Sheet and Accounts Receivables Aging reports were discussed. Highlights of the discussions are found within this report.
- Forecasted expenses: Clean Cuts contract, Lorin Myers contract, Liliane Benucci contract, Lake Doctors contract, Lowe's gift certificate, City of Deland water, Tinker Graphics web hosting, Condo Association meeting rental, Duke Energy utility bill, Lorin Myers reimburse 2 black ink cartridges, Quality Quick Print August mailing.
- Expenses forecasted and paid: Bauer & Associates \$206.50, .7 hour consultation; Quality Quick Print, July mailing \$289.21.
- Expenses not forecasted and paid: Lorin Myers reimburse \$67.23 postage + black ink.
- Three properties closed since the last meeting.
- Two properties are scheduled to close this month.
- One property is late fourth quarter assessments but the payment is expected soon.
- The Recording Secretary duties and 1 year contract were reviewed. The RS contract is effective Oct. 1st. Myers' bookkeeping contract goes into the second of three years on Oct. 1st. Myers supplied a copy of his renewed business license through September 2017. The Recording Secretary contract will be discussed under New Business.
- The 2016-17 budget proposal will be discussed under Unfinished Business.

ARB: Campanella reported the following:

- On July 26, 2016 he received an application to finish/replace a rotten fence at a residence on Lancaster Rd. Reviewed and approved by Schrader and Fletcher on 07-30-2016. Contact was made with the owner by phone on 08-09-2016. She advised the work will be done on 08-23-2016 by BFC. She will provide a copy of the permit upon completion.

- On August 4, 2016 he received an application to finish/fencing around a residence on Saratoga Place . 40 foot of new fence in two separate sections is needed. Initial ARB phone call made to resident on 08-09-2016. This project has been approved.

Beautification: Benucci reported that the beautification award was presented to Patricia and Mark Zirkle at 820 Freeman’s Farm Road.

Grounds & Maintenance: Houck reported the following:

- Weber and her husband trimmed low hanging branches over the walking bridge. Weber also asked Mike Graves to remove the dead azaleas at the Hwy 17 entrance, as well as a pile of brush adjacent to the Valley Forge/Kings Mtn median, and to mow a wider strip between the tennis courts and the tree line at that same location.
- On July 23 Jim Schrader shut off the fountain in the smaller pond because the water level was too low.
- Volusia Road & Bridge cut dead limbs and removed a dead tree from Brandywine Rd. across from Trenton Place.
- Ponds were treated for algae and underwater weeds. Pond dye was added.
- Discussions were held with 2 contractors regarding costs and suggestions for repairing the bridge. The GM Committee will meet in the near future to discuss the plans.

Storage Facility – Jerry Hill: Hill’s report indicated 18 units are in the lot.

- One boat/trailer still has a 2014 tag; the boat owner indicates they have the new tag, but that it is rusted on and needs to be cut off. It was requested that they do this as soon as possible.
- New owners have indicated they will fill out the storage lot form and obtain a key to place their trailer in storage as soon as they are completely moved in.

Rules Compliance: Hill reported the following:

- Several complaints of vehicles parked on lawns, etc., but all were apparently resolved within a day.
- Complaints regarding a FedEx truck, which was removed within 20 hours, and is currently not parked at the residence.
- Second letter was sent regarding a business truck being parked at the residence.
- There was discussion of what is actually urgent and what needs to be watched to see if letters are necessary.
- Myers responded to a complaint regarding overhanging limbs from one property to another. Five of the Board had replied not to take any action on Section 2.11 of the Covenants and Restrictions, since it was consistent with Florida statute.

Welcoming Committee: Myers reported for Lynn Sorensen new members Karl Luttrell, Village Green Court; Samantha and Ray Knowles, Saratoga Place; Johanna and Pedro Santana, Yorktown Place, and resident Maria Conklin, Village Green Court, were welcomed during the past month.

Communications: Myers reported the following:

- Updates were made to the website.
- He met with the new catering manager at Brian's BBQ on Tuesday 7/19 and although the price per person for the cost of the food went up this year, the catering price was reduced, resulting in a wash in the total price for the annual meeting buffet. He discussed the possibility of live music during the buffet.
- The next postal mailing will be August 22nd.

UNFINISHED BUSINESS:

- **2016/17 Budget Adoption:** after minimal discussion Benucci moved and Weber seconded to adopt the budget as presented. Passed unanimously.

NEW BUSINESS:

- Renew Recording Secretary contract: Benucci agreed to continue as Recording Secretary for another one-year term. Sirutis moved, Campanella seconded, the and the vote was unanimous.
- Development Guidelines discussion: There was discussion regarding the development guidelines. It was noted that we have a much cleaner copy and that it is accurate following reformatting efforts by Al Sirutis.
- Appointment of the nominating committee and chair: Benucci agreed to serve as Chair of the Nominating Committee. Preparations will begin to determine viable candidates.

Adjournment: Moved by Benucci, seconded by Campanella to adjourn at 8:35pm. Carried.

Next Regular Board Meeting – September 13, 2016 at 7:00 pm

Respectfully Submitted: Liliane Benucci – Recording Secretary