

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

Minutes of the Regular Board meeting of December 13, 2011

Call to Order: The meeting was called to order by President Stone at 7:00 pm.

Roll Call: Directors Stone, Hill, Jonas, Myers, Fletcher, Alonzo, and Benucci were present (Benucci arrived at 7:30 due to a work commitment).

Minutes: Motion by Jonas, seconded by Fletcher to accept minutes as presented. Carried. It was noted that there was a misspelling in the annual of minutes, 4th paragraph, Directory, this will be corrected.

Correspondence: Myers received a notice from the Volusia County Zoning Compliance regarding an alleged expired sign violation on the vacant parcel behind the Brandywine Tennis Courts. Myers responded to the letter with the information that the sign is not owned by BHOA and received return correspondence from the County, confirming that BHOA did not own the sign.

COMMITTEE REPORTS:

Financial/Membership: Fletcher advised that one lien has been released and one lien has been filed. He also advised that four demand letters were sent, one of which has been paid.

Grounds & Maintenance: The old wooden section of the walking path near Saratoga Road has been replaced with the patio blocks as proposed last month. This project turned out well and stayed within the amount budgeted. Thanks to Jim Schrader for all of his help!

Lawn Care & Beautification: Jim Schrader and Ken and Nancy Jonas put up the Christmas decorations at both entrances on December 1st. No additional expenses were incurred this year, as none of the decorations needed to be replaced, and a couple of extra strings of lights were donated by Cecil and Valerie Morse.

Clean Cuts has trimmed the bushes around the retention pond on Burgoyne Road and removed the tree limbs left in front of the storage lot by one of our residents. They were trimmed from the tree at the entrance of the storage lot to provide clearance for his RV, but just dragged off to the side.

The Beautification Award has been moved to the residence of Karen Starling Myers, 2841 Shenandoah Road for the month of December.

Storage Lot: This past month there was one returning unit, one new unit, and one unit with an expired tag. The owner of the unit with the out-of-date tag has been contacted. All other units are in compliance with storage lot regulations.

ARB: The ARB received three requests last month. 955 Kings Mountain Road asked to install a 16' flag pole, 890 Lancaster Road wants a screen in their back porch, and 2720 Concord Road requested to repaint the exterior of their house a different color. All improvements have been approved.

Rules Enforcement: County Code enforcement was phoned regarding an expired temporary tag on a vehicle and a truck on a jack with a flat tire.

Three letters were sent out: 1. Regarding above-referenced flat tire, 2. Side yard used as storage and dogs running loose, and 3. A damaged garage door and deteriorating condition of fascia/trim from lack of paint/repair.

Web Site & E-Mail: A picture of last month's beautification award winner was added to the home page. October's approved minutes were added and the calendar of events was updated.

Neighborhood Watch: Nothing new to report.

OLD BUSINESS:

January Mailing: Stone indicated that he will start working on the January mailing after Christmas.

NEW BUSINESS:

Annual Yard Sale: Discussion was held on the Yard Sale (scheduled March 10th) regarding timing and contracting for the local advertisements.

Bookkeeper Contract Changes: Initial work done to begin the transition to QuickBooks accounting system for our HOA has made it clear additional technical support is required. A local CPA firm has an experienced QuickBooks tutor with HOA experience available at \$60 per hour for one-on-one support. Intuit telephone support is available for \$25 per month. We anticipate support requirements amounting to \$500 during the development period.

Two motions were put before the board to support this effort:

1. That the treasurer and bookkeeper be authorized to spend up to \$500 for technical support during the development of our QuickBooks solution. These expenditures will be in addition to the budgeted expenditure for routine accounting services. Fletcher moved, Jonas seconded, and the motion was carried unanimously.
2. That the contract for services with the bookkeeper be modified. During the discussion it was noted that we need to try and lower costs for financial services (outside accountant). It was also decided that the official start-up date to use QuickBooks would be 10/1/2012. Fletcher moved, Benucci seconded, and the motion was approved with six voting for and one voting against (Ken Jonas).

Adjournment: Moved by Myers, seconded by Fletcher to adjourn at 8:00pm. Carried. The next meeting will be held on January 10, 2012, at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary.