

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

Minutes of the Regular Board meeting of February 10, 2015

Call to Order: The meeting was called to order by President Weber at 6:57 pm.

Roll Call: - Directors Weber, Marshall, Myers, Hill, Robertson, and Benucci were present. Director Houck was absent.

A motion was made by Myers and seconded by Marshall to approve the January 10, 2015 Meeting Minutes as amended. Carried unanimously.

Correspondence: Weber received a phone call regarding the HOA sponsoring the DeLand High School Honor Society. Weber explained that the HOA does not sponsor organizations, so we declined. Communication was received from a resident regarding children playing in his yard and leaving their bicycles and scooters there. Benucci remarked that a group from DeLand High School was going door-to-door soliciting donations.

COMMITTEE REPORTS:

Financial/Membership:

Financial: Myers reported the following:

- ✓ The Finance committee met on February 2nd. All members were in attendance.
- ✓ Discussion of the Profit and Loss report, Check detail report, Balance Sheet and AR Aging report.
- ✓ CD #538 was redeemed on 1/22. The funds were deposited into the RF Money Market account.
- ✓ All properties have paid 2nd quarter dues except for the properties in arrears with long term balances in the AR Aging report. The USA/HUD property paid off their long term balance.

Membership: Myers reported the following:

- ✓ Forecasted expenses include Clean Cuts contract, Lorin Myers contract, City of Deland, Duke Energy, Tinker Graphics, BV Condo Assn. The Lake Doctors, US Postal Store \$283.70 500 forever stamped # 10 envelopes. Request for new printer/scanner/fax up to \$250. Request for approximately \$10.00 to re-supply paper for the Beautification award. Not forecasted but paid during the past month: Aaron Pest Control \$150.00, Paul Elkind + Branz \$300.00 re: County foreclosure property, George Marshall: reimburse sign replacement supplies invoices, \$365.77. Ken Jonas reimburse sprinklers invoice, \$16.13. Not forecasted and not yet paid: Orr Signs \$149.10, George Marshall \$280.17.
- ✓ One property closed last month. 3 properties are scheduled to close during the next month.
- ✓ A request for assistance regarding the AR Aging report, IRS 1099/96 reporting and the one time Reserve Fund entry has been made to the accountant Mapilli.
- ✓ Preparation for March fiscal year budget proposal. This is a good time to bring any projects up at the board meeting that will affect next years' budget.

ARB: Marshall reported the following:

- ✓ Exterior paint was completed at a residence on Saratoga Road (part of a request from last month). It was reviewed by Marshall, Schrader and Fletcher.
- ✓ A request for a new roof and tree work was submitted for a residence on Saratoga Place and was reviewed by Marshall, Jonas, Fletcher and Schrader.
- ✓ A request for tree removal and trimming was received for a residence on Burgoyne Road and was reviewed by Marshall and Jonas.
- ✓ A request for tree removal for a residence on Lancaster Road was received and reviewed by Marshall, Schrader and Fletcher.

Lawn Care & Beautification: Benucci reported after the meeting that the monthly Beautification Award was given to Janice Spink and Willard Gallagher of 2615 Burgoyne Road.

Grounds & Maintenance:

Weber reported the following:

- ✓ The Condo Association put in new plantings at their entrance off Brandywine Rd. Ken Jonas set the timer on the sprinklers to increase the watering at this area until the plants are established. He also, replaced some sprinkler heads in this zone.
- ✓ Shirley Abeles, president of the BW Condo Association, is researching the ownership of the path that leads to the Brandywine Plaza. The path is in need of repair so she is trying to determine who is responsible for seeing this is carried out.
- ✓ The Clean Cuts crew planted petunias at both entrances and cut out large dead areas from the Schillings bushes in the islands at the 15A entrance. It appears these bushes are reaching the end of their life cycle and will need to be replaced.
- ✓ The crew will be mulching cul-de-sac islands and trimming plants as needed in the next few weeks.

Storage Lot: Jerry Hill's report indicated the following:

- ✓ There are 17 units in the storage area at this time. Two were moved and put back again during the month. All have up-to-date tags.

Rules Enforcement: Hill reported that the Rules Committee met on January 30, 2015, to discuss further HOA rules Compliance Policy & Procedures regarding changes and additions to violation letters. We continue to have issues with improperly/illegally parked vehicles. With the County only having three Code Enforcement Officers assistance is sometimes slow in coming.

Planning Committee: Weber had nothing to report.

Welcoming Committee: Weber reported that new residents Mike and Amy Campanella of Burgoyne Road were welcomed.

Communications: Myers reported the following:

- ✓ Monthly updates were updated on the website.
- ✓ The mailing of the newsletter and Board directory will go out to the members around February 11. A mailing requesting tenants' contact information went out to the property owners assumed or known to be leased or rented. Neighbor-addressed letters went out to properties believed to be occupied by renters.
- ✓ One domestic disturbance was reported by VCSO during January on Charleston Place. One disturbance was reported at the Mallards during January.

Entrance Signs: Marshall reported the following:

Orr Signs delivered the two yellow caution walkers, joggers, etc., signs to him on February 9, 2015. The signs he quoted were 12" x 18" for \$90.00 each, on post, installed. Because of costs he ordered the signs with a yellow reflective background and made the rest of the sign himself. The signs were actually 18" x 24", which are better for us. Since Marshall will be making the backing for the signs and installing them, Orr reduced his costs to \$70.00 each.

We are waiting for an engineer drawing of the sign construction that is required by the county for permits for our entrance signs. Orr also found out that the maximum square footage of the signs on 15-A is 30 square feet. He proposed a 4' x 9' sign, which is 36 square feet. He will adjust the sign size and has given us a new proposal with the sign being 40" x 9' in length or 30 square feet, not including the posts. The price will remain the same because it will take the same amount of material. The Highway 17 signs are considered wall signs, which have different rules, so they will remain the same as originally proposed.

OLD BUSINESS:

-Planting Project – Weber stated that Clean Cuts is aware that several cul-de-sacs need attention and when the weather is appropriate they will be addressed.

-Community Garage Sale – the Garage Sale will take place on Saturday, March 7, 2015, from 7am – 1 pm. Hill stated that she would put advertisements in the Pennysaver, Beacon, News Journal and Hometown News the week prior for the entire week. She will also place an ad on Craig's List, Daytona area, in Garage Sales.

-Communication with members – Facebook Policy – Robertson will create the Facebook page for residents. The page will state the policies and procedures for the page and advise members to act accordingly.

-“Slow” and other traffic signs – Marshall reported that the signs were received and were a little larger than anticipated, so he will be adjusting his posts accordingly

NEW BUSINESS:

- ✓ The date of the annual meeting was discussed and it was decided to continue discussion next month. We will need a new location, which could impact the date of the meeting.

Adjournment: Moved by Benucci, seconded by Myers to adjourn at 8: 30pm. Carried. The next Board meeting will be held on March 10, 2015 at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary