

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

Minutes of the Regular Board meeting of June 10, 2014

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

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

Finance Committee Member Dick Fletcher was present, as were residents Mark Zirkle and Brian Howard.

Minutes: Motion by Myers, seconded by Hill to accept the May Board Meeting Minutes. Carried unanimous.

COMMITTEE REPORTS:

Financial/Membership:

Financial: Myers reported the following:

- ✓ The finance committee met on June 2, 2014.
- ✓ We are reviewing our insurance policies and expect some upgrades that could slightly affect the insurance budget next year.
- ✓ One 24-month, \$10,000 CD was purchases last month.

Membership: Myers reported that two properties closed last month and one property is scheduled to close later this month.

Collections: Myers reported that fourth quarter dues are due July 1st. Reminder letters will go out July 12, 2014.

ARB: Marshall's report indicated the following:

- ✓ A diseased tree was removed from a residence on Lancaster Road. The request for tree removal was reviewed and approved by Marshall and Schrader.
- ✓ A tree stump left over from a tree that fell several weeks ago along the Highway 17 right-of-way was removed by the Department of Transportation.
- ✓ Reeves Tree Service removed two dead trees, ground stumps, and trimmed several other trees and bushes away from street lights in several areas at cul-de-sacs belonging to the Brandywine HOA.

Lawn Care & Beautification: Benucci reported that the Beautification Award for the Month of May was given to Donata Wilson of 840 Freeman's Farm Road. Myers moved and Benucci seconded to approve a budget of \$125 + tax for a new beautification sign. Carried unanimously.

Grounds & Maintenance: Jonas submitted the following via email:

- ✓ Jonas went out and edged back the vegetation along the walking trail in preparation of having them cleaned.
- ✓ All the concrete sidewalk and the bridge were power cleaned by 24/7 Exterior Services for a total cost of \$630. A special thanks to Marie Eggert for supplying water for this project.
- ✓ After the power washing, Jonas went back out and repainted the yellow caution stripes on five sections of concrete that are slightly raised in an effort to prevent an accidental fall.
- ✓ Jones repaired two leaks in the Route 15 entrance irrigation system.

Weber reported the following regarding Grounds & Maintenance:

- ✓ Clean Cuts should start putting out mulch in the islands along Brandywine Road at the 15A entrance in the next week. Weak or dead plants at the entrances will be assessed to determine what needs replacing. The storage lot wasn't being mowed because the crew didn't have a key for the current lock. Schrader will provide them with a key.
- ✓ Weber contacted Duke Energy multiple times about two streetlights that were out. They were repaired.
- ✓ Weber contacted the realtor in charge of the bank owned "townhouse" property about the lack of maintenance. The property was mowed within a week.
- ✓ Weber and Jonas met with Mike Orr concerning the updating of the Brandywine entrance signs at both 15A and US17. Mike will draw up designs for new signs and submit the proposed cost.

Storage Lot: Schrader reported via email that as of this date there are 21 units in storage. Activity is as follows:

- ✓ One pontoon boat trailer has an expired license as of 5/31. The owner has been notified by email.
- ✓ One other boat and trailer has a plate that expired on 5/31. The owner has been contacted via letter.

Rules Enforcement: Hill reported that two non-compliance letter was sent out this month.

Planning Committee: Weber reported that she called assistant County attorney Mary Jolley last week. According to Ms. Jolley, the case involving the problem property is proceeding as planned. The complaint was filed and there was a hearing to clarify ownership of the property. Affirmative defensive arguments were filed on the owner's behalf, which is standard practice in civil cases. Ms. Jolley will file a response to these challenges next week. The case should then move forward and be assigned to a foreclosure judge. Ms. Jolley stated these cases take time and she thanked everyone for their patience.

Welcoming Committee: Weber reported that she welcomed Jane Wooden of Burgoyne Road. One tenant welcome letter was also sent.

Communications: Myers reported the following:

- ✓ The Living with Wildlife message and monthly updates were made to the website.
- ✓ One disturbing report was made by the VCSO when two armed men pulled off a home invasion about ¾ mile north of Brandywine.

OLD BUSINESS:

- ✓ Myers asked if there were any questions regarding the monthly financial reports – there were none. The preliminary 2014 – 2015 budget will be reviewed every month.
- ✓ Weber reminded the Board members that any submissions for the July mailing should be turned into her as soon as possible.

NEW BUSINESS:

- ✓ President Weber appointed Mark Zirkle to the finance committee. Zirkle attended the Finance meeting on June 2 and is also the newest member of the “Brandywine Boys.”
- ✓ Resident Brian Howard, who expressed an interest in joining the Board, gave a brief history of his qualifications and reiterated his interest in joining. Benucci moved, and Myers seconded, to elect Howard to the Board. Carried unanimously. It should be noted that Howard’s term will expire in November 2014.
- ✓ **Common Area Improvements:** It was brought to the Board’s attention that we are going to eventually have to replace old plants and bushes that are nearing the end of their life span. We will begin making note of landscaping that is going to need to be replaced so we can allow for it in upcoming budgets.
- ✓ **Brandywine HOA Mission Statement Suggestions:** Three suggestions were turned into Weber and the Board will make a decision on the one that best describes our vision.
- ✓ There was some discussion regarding how to increase attendance at the Annual Meeting. Every year it seems we are relying more and more on proxy votes. One suggestion was to change the meeting from a Tuesday evening to a Saturday afternoon. Discussion will continue in upcoming meetings.

Adjournment: Moved by Benucci, seconded by Myers to adjourn at 8:36pm. Carried. The next Board meeting will be held on July 8, 2014 at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary