

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

Minutes of the Regular Board meeting of April 14, 2015

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

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

A motion was made by Myers and seconded by Houck to approve the March 10, 2015 Meeting Minutes. Carried unanimously.

**Correspondence:**

- ✓ Weber received and sent emails concerning the survey of the undeveloped property at US 17 and Brandywine Rd.
- ✓ The family of a member notified Weber about an upcoming garage sale.

**COMMITTEE REPORTS:**

**Financial/Membership:**

**Financial:** Myers reported the following:

- ✓ The Finance committee met on April 7<sup>th</sup>. All members were in attendance.
- ✓ Discussion of the Profit and Loss report, Check detail report, Balance Sheet and AR Aging report.
- ✓ One long-term lien was paid in full.

**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, Mainstreet re-order of deposit slips, Commercial Policy Liability renewal by May 2, 2015. Quality Quick Print modify new walking path signs \$26.63. Orr Signs, \$425.00 engineered drawings for Front Entrance Signs.
- ✗ Not forecasted but paid: Reeves tree service \$250, Clean Cuts mulch + 15% delivery \$330.69, Reeves tree service \$275.00 on Mon. 4/6, George Marshall materials for posts + 4 new walking path signs \$ 170.67. City of Deland, Sanborn Center \$100 deposit for Annual Meeting room.
- ✗ One property closed during the last month and one is scheduled to close.
- ✗ 14 Third quarter reminders went out April 13, 2015. As of today we have 11 properties outstanding third quarter dues.

**ARB:** Marshall's report indicated the following:

- ✓ A request for a tree removal on Burgoyne Rd. is not yet completed. Reviewed by Marshall and Jonas.
- ✓ A request for tree removal on Freeman's Farm Rd. is not yet completed. Reviewed by Marshall and Jonas.
- ✓ A tree that had broken and was hanging over a irrigation pump and controls on Green Mountain Rd. which was on HOA property, was removed by Reeves Tree Service.
- ✓ A tree that was infested with air plants, moss, and decay on Valley Forge Rd. also belonging to the HOA was removed by Reeves Tree Service.
- ✓ Request for a new roof on Saratoga Place. Not yet reviewed.

**Lawn Care & Beautification:** The Beautification award was given to Valerie Fronk of 2606 Bennington Place.

**Grounds & Maintenance:**

Jonas reported the following via email:

- ✓ Jonas cut some of the vines and brush along the common area on Brandywine Road between W. Village Green and Green Mountain.
- ✓ Jonas also did some maintenance work on the HOA's chainsaw including installing a new chain on it which is his donation to the HOA, as he has used it for his own personal use, in part just to run it to keep it in running condition should the occasion arise that we need it in an emergency due to a storm or whatever.
- ✓ Jonas also met with Mike Graves at the 15 entrance after they broke the feeder line to our meter there. He has not heard back on a decision whether the City of Deland is going to install new line or if we have to.

Weber reported the following:

- ✓ The schillings bushes in the first island at the 15A entrance were removed by Mike Graves as the beginning of the replanting project. The water supply line to the irrigation system was unavoidably damaged and will be replaced.
- ✓ The Clean Cuts crew mowed and trimmed the storage facility.

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

- ✓ There are 19 units in the storage area at this time. All have up-to-date tags with the exception of one Temporary tag due to expire at the end of April. The owner will be notified if a new tag is not placed next week.

**Rules Enforcement:** Hill reported that a letter was sent to a resident regarding frequent parking of an unmarked, commercial use truck.

**Planning Committee:** Weber reported that according to the Volusia County attorney's office, the foreclosure property case is heading for court required mediation.

It has been noted that a survey was conducted on the property that was for sale adjacent to the Brandywine Tennis Club. It is zoned for condominium development. We have no current information regarding the status of the property at this time but will actively pursue finding out the owner of the property and the intentions for its use.

**Welcoming Committee:** Weber welcomed the following new members this month:

Angela Ashwood	Valley Forge
Jack Wise	W. Village Green
Melvin and Tonya Fuentes	Valley Forge

**Communications:** Myers reported the following:

- ✓ Monthly updates were made to the website.
- ✓ One email went out to the group when requested by a member who found a puppy in the yard. One domestic battery resulted in an arrest.
- ✓ One member requested Myers address the group about loud music at night. He requested that she call the Sheriff.

**Signs:** Marshall's report indicated the following:

- ✓ Four sign posts and backings were built for the Brandywine Trail and four trail signs were purchased to replace the existing deteriorating signs. The signs came with a picture of a horse on them that was not expected and, rather than pay shipping back and forth, Quality Quick Print is making a decal to go over the horse that says Brandywine. As soon as they are ready the signs will be installed.
- ✓ Marshall had a conversation with Mike of Orr Signs and has not completed all of the work to get the engineering drawings so we can submit for our permit. Marshall discussed our displeasure with the time frame and he apologized and said he has just been "covered up." Marshall suggested that the Board contact Orr regarding his intentions and time frame.
- ✓ Our attorney has researched the county ordinances regarding the pond signage and at this time has not found any language requiring signs. He is going to check further with someone with the County. We will leave the signs as they are until later.
- ✓ Orr Signs has submitted a drawing to the engineers to draw up sign permit-approved drawings for our entrance signs. The cost will run \$425.00. His original bid did not include the cost of engineering or permit fees, which we were aware of. Marshall is waiting on Board approval to give Orr the go-ahead with this drawing.

## **OLD BUSINESS:**

- ✓ **Review Draft 2015-16 Annual Budget** – Myers went over the budget again. Expense 40850 Meeting Rental + Annual dinner was reduced down by \$500, Reserve Funds were increased by the same amount to balance.
- ✓ **Planting Project** – the planting project continues, with several areas being targeted for clean-up and replanting.
- ✓ **Annual Member Meeting** – the Board continued discussion on the details of the annual meeting. A deposit was made to hold the ballroom at the Sanborn Center. A deposit will be paid to Brian's Barbecue to secure the meeting date for catering.

- ✓ Walking path to plaza- The original subdivision development company put in the walking path through the condos to the shopping plaza. It does not appear that any formal or informal agreement was made regarding its upkeep. The path is not on Brandywine HOA property. The Brandywine Condominium Association is planning to repave the portion of the path that is on its property.

#### **NEW BUSINESS:**

- ✓ **Rules Compliance Policy** – the Board went over the new rules compliance policy and, after some discussion and several questions, it was decided to hold off on approval for the time being.
- ✓ **Insurance Renewal** – Our policy is up for renewal on May 1, 2015. Myers pointed out several areas where our coverage could be increased but, given the short amount of time until the renewal is due, it was recommended that we continue with our current coverage for the time being.

**Adjournment:** Moved by Robertson seconded by Benucci to adjourn at 8:33pm. Carried. The next Board meeting will be held on May 12, 2015 at 7:00 pm.

**Respectfully Submitted:** Liliane Benucci – Recording Secretary