

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

Minutes of the Regular Board meeting of October 11, 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. Member Steve DeLand was present.

Minutes: Motion by Houck and seconded by Weber to accept the September 13, 2016 meeting minutes as amended. Passed unanimously.

Correspondence: Correspondence was received regarding a suspicious vehicle. Discussion followed regarding our Common Areas and the feasibility to enforce non-residents using them. Myers also received correspondence regarding the frequency of yard sales at the Condominiums as it pertains to their own board rules and another matter regarding property damage, which was deemed to be civil in nature.

COMMITTEE REPORTS:

Financial: Sirutis reported the following:

- The Finance committee met on October 4th, Chris Sorensen, Steve De Land 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. Al Sirutis was unable to attend but met with Myers later that evening and reviewed the reports, statements and agenda items.
- 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, US Postal Service \$292.50 stamped return addressed envelopes, Mainstreet Bank 250 deposit slips.
- Expenses forecasted and paid: BA Barrick, 1 year medical policy for volunteers \$250; Clean Cuts mulch and plantings \$895; Lopez Landscaping, clean up pond one \$1,525.00
- Expenses not forecasted not paid: None.
- Mapili Contract and IRS1120-H Filing: After some discussion Sirutis moved and Hill seconded to honor the Mapili contract and pay the \$900 for the compilation service which includes the 1120-H Federal filing on our accounts. He will also file IRS form 1120-H.
- No properties have closed since the last meeting.
- No properties are scheduled to close over the next month.
- The finance committee is concerned that we did not receive FORM 3547D for our properties that had their mail held due to being out of town for our July and August mailings as a consequence of using bulk rate. After some research, Myers was informed that this was an error on the part of the Post Office. There was discussion regarding possible solutions and they will be addressed at a later date, as the next affected mailing will not be until July 2017.
- Thirty-eight properties are late with 1st quarter assessments as of October 11, 2016.

Reminder letters will be sent out October 12, 2016.

ARB: Campanella reported the following:

- On September 9, 2016 an application was received from a resident on Charleston Place to re-paint the residence the same color – earth tone trim and common yellow for the exterior. Approval was given to start the project, which is still ongoing
- On September 26, 2016 an application was received from a resident on Bennington Place to remove one large oak tree and several large limbs on other trees. Application was approved and work was done that day.
- On October 3, 2016 an application for a new roof installation was received from a resident on Kings Mountain Rd. All the required paperwork has been gathered and the ARB will contact the resident to get the copies.

Beautification: Benucci reported that the beautification award was presented to Nancy and George Marshall at 895 Lancaster Road.

Grounds & Maintenance: Houck reported the following:

- Aaron's treated yellow jackets at the storage area twice. As of 9/23, there was no sign of bees, so no additional treatment was necessary.
- Houck called Volusia Co. Code Enforcement about the tall grass and dead tree on the tennis club property. As of this report, some additional mowing has been done, but the dead tree has not been removed.
- Houck notified Lopez Landscaping, LLC that theirs was the winning bid for the clean-up at pond one. Work was completed on Oct. 5. Houck received an email from Shirley Abeles stating her satisfaction with the work.
- Myers called Volusia Road & Bridge to remove a dead limb and a dead tree in the median of Brandywine Rd. at the Hwy 17 entrance. The work was done within a few days. Houck called Volusia Road & Bridge twice this month about the Saratoga Place tree trimming that was not done last month.
- Myers and Houck's husband cut up and moved a large, fallen limb from the storage lot. Resident Kevin Antrum, who is a landscaper, volunteered to remove the logs at no cost but asked that the HOA consider him and offer his information when we or others need work done.
- Mike Graves and his Clean cuts crew trimmed the azaleas in the median at the Hwy 17 entrance, nearly completed the planting and mulching work in the cul-de-sac on Kings Mtn., replaced dead Hawthornes with coontie and flax lilies at the 15A entrance, and mulched the Valley Forge cul-de-sac. Myers reported that Graves still has two lantana to plant in the Kings Mtn. cul-de-sac.
- Volusia County installed an asphalt curb along a section of Concord Rd.
- A member whose property backs up to route 17 contacted Myers about the grass behind her fence. Myers supplied the phone number and she called FDOT. The cutters contacted her and agreed to cut all the way back to the fence, even though it was not their responsibility to cut behind the street lights. Issue was resolved in 2 days.
- Lake Doctors treated the ponds for algae and emergent weeds.

Storage Facility – Jerry Hill: Hill’s report indicated 18 units are in the lot, one new and one away. One has a tag expiring at the end of the month, and Hill will keep up with it. Another trailer will be placed in the lot later this month. The hurricane removed one sign, but the sign listing the contacts is secure. Campanella will provide additional no trespassing signs.

Rules Compliance: Hill reported the following:

- The issue of dogs not contained on W. Village Green Rd was apparently not resolved with a first letter. Recommendation to the neighbors is to phone county animal control about this matter as we cannot enforce it with Brandywine rules.
- There is a boat parked in the back yard of a home on the corner of Burgoyne/Brandywine Road. Second letter will be sent.
- There is a political sign at the back of a property on Shenandoah. A letter will be sent reminding the member that political signs are not allowed.
- There was a report of a business truck parked at a residence, but it appears to have a removable sign which, if the owner removes it, should not be a problem.

Welcoming Committee: Myers reported for Lynn Sorensen that no new members were welcomed during the past month.

Communications: Myers reported the following:

- Updates were made to the website.
- A lost/found dog email went out 9/27.
- A first quarter email went out to members with delinquent accounts on Oct. 6th.
- There were many posts and replies during and after hurricane Mathew on the Facebook page. Several members were added during the hurricane. Several members that were out of town communicated by email during the hurricane.
- The October mailing was discussed. Problems with the bulk rate mailings over the summer were discussed in the Financial report.

Nominating Committee: Benucci had nothing to add to what was previously reported.

Annual Meeting: Weber reported the following:

- Myers finalized the buffet menu with the Brian’s BBQ catering manager.
- Myers has written up registration and voting guidelines.
- Weber is recruiting the registration and election team.
- A training session will be held with the volunteers prior to the annual meeting.

NEW BUSINESS:

- Myers distributed the list of Members in Good Standing as of October 11, 2016. Benucci moved and Houck seconded to accept the 276-member list. Passed unanimously.
- 2017 Yard Sale: Hill moved and Benucci seconded to schedule the annual yard sale for Saturday, March 11, 2017.

Adjournment: Moved by Benucci, seconded by Sirutis to adjourn at 8:38pm. Carried.

Next Regular Board Meeting – November 17, 2016. Organizational meeting at 6:30 pm, Regular meeting at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary