

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

Minutes of the Regular Board meeting of October 9, 2018.

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

**Roll Call:** - President Lorin Myers, Secretary Liliane Benucci, Vice President Tisa Houck, Director Diane Hill, and Director Renee Weber were present. Director Mike Campanella was absent. Director Steve De Land was absent. Members Jimmy Capps, Cindy Capps and John Chant were present.

**Minutes:** Motion by Weber and seconded by Houck to approve the meeting minutes of September 11, 2018 as presented. Passed unanimously.

**Correspondence:** An email was received from Steve De Land, informing the Board that he was resigning from his duties as ARB chair and Treasurer, effective immediately.

**COMMITTEE REPORTS:**

**Financial:** Myers reported the following:

- The Finance committee met; Zirkle and Myers met on Sept. 29th. Sorensen and Myers met on Oct. 6th. 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.
- Forecasted expenses: Clean Cuts contract, Lorin Myers contract, Liliane Benucci contract, Lake Doctor's contract, Lowe's gift certificate, City of DeLand water, Tinker Graphics web hosting, Condo Association meeting rental, Duke Energy utility bill, Mapili CPA's annual compilation/taxes \$900, Quality Quick Print October mailing – meeting signs, ballots, sign-in sheets, E.A. Zebell PA Satisfaction and file lien \$73.00.
- Expenses forecasted and paid since the last report: B.A. Barrick, non-profit insurance.
- Expenses not forecasted and paid last since the last report: Aaron's Pest Control yellow jackets/hornets in VF cul de sac; \$250.
- One closing is pending.
- Two properties closed since last meeting.
- As of today's date 34 properties are late with 1st quarter assessments. Reminder letters will go out on or before Friday 10/12.
- FLCU RFCD 111 was redeemed and FL CU RFCD 1002 was purchased on Oct. 22nd.
- The reports for 2018/19 were turned over to the accountant on 10/4/18 to prepare a Compilation and the IRS filings. The Compilation report with no corrections and the IRS filing was returned to us by the accountant on Oct. 8th. The IRS filing will go in to the mail on Oct. 10th.

**ARB:** Myers reported the following:

**Pending Applications:**

- On August 22, 2018 De Land received an application for a “shadow box” privacy fence on Lexington Road. Property has been checked for underground utilities by surveyors and approved.. Approved by Fletcher and De Land. The County permit has been received.
- On September 22, 2018 De Land received an application for a roof replacement on Freemans Farm Road We are waiting for a copy of the permit and description of the material. Preliminary approval by Fletcher.
- On October 5, 2018 De Land received an application for tree removal on Green Mountain Road. An arborist identified at least three trees as infected or pressing against the fence. He will follow up in a day or two.

**Completed Applications**

- None to report.

**Beautification:** Benucci reported that the monthly beautification award was given to Mary and David Eteo at 850 Lancaster Road.

**Grounds & Maintenance:** Weber reported the following:

- Mike Graves has been contacted regarding large piles of cut grass left in the meadow that were a concern to a member living adjacent. He removed the piles in a timely manner. The usual common area trimming and mowing was done on rotation. Myers questioned Mike about the lack of irrigation at the US 17 entrance and median.
- The Lake Doctors’ monthly report showed all three ponds were treated for algae and emergent, underwater and terrestrial weeds. It specified that a respraying would be carried out in a week.
- Due to concerns about storm water flooding and rising water levels in yards around the ponds, the COA contracted the construction of a retention wall in common area near the north side of pond 2. In the process of this project, the power line to the electric meter for the ponds’ fountains pump was cut. An electrician reconnected the line by installing two new junction boxes above ground. The COA paid for the repair.
- An underground hornet nest was reported by a member in the island on Valley Forge near the walking trail. Myers contacted Aaron pest control and it was treated as soon as they could arrange it. A routine follow up treatment was performed.
- Myers contacted Duke Energy about cutting back vegetation from the service line to the storage lot.

**Storage Facility:** Campanella’s reported indicated the following:

- 45 Lot Spaces (Viewed in person).
- One tag is expired as of today’s writing (10-09-2018) A phone call to the resident will be made.
- 11 Lot spaces were vacant at the time of the survey (09-27-2018)

- One resident contacted him via email to advise that he was removing a trailer from his space and replacing it with another trailer. The resident was told to utilize the same space. A Storage lot registration form was completed and emailed to Campanella. The trailer registration is valid and current.
- No spaces are open as of this writing.
- VCSO placed a trail camera inside the lot. Extra patrols have been conducted at the lot for the past month. Deputies have also been parking at the lot gate to finish up their paperwork overnight. No further information is available regarding the case.
- Issues with the gate persist. Myers will be replacing a wheel on the rolling gate soon.

**Rules Compliance:** Houck's report indicated the following:

There were no unresolved violations from September.

### **New Violations**

- On October 1, 2018 Houck sent a letter to a member on Charleston Place about a vehicle parked in the yard on the side of the house. Note: this is a Volusia Co. code violation, not a Brandywine HOA violation. Houck will notify code enforcement.

**Welcoming Committee:** There were no new members welcomed this month.

**Communications:** Myers reported the following:

- He discussed the October mailing.
- Updates were made to the website.
- He received a call about some stray kittens.
- He sent out an email about a burglary of a generator. Two burglars were apprehended with stolen property, some was from Brandywine.
- A neighbor on Concord Rd. called him to report his neighbor's yard waste blowing on to his yard. Knowing the neighbor was challenged Kathy De Land moved the yard waste up to the curb.
- He sent out an email notice of yellow jackets/hornets in the Valley Forge cul de sac.
- A neighbor emailed him to report they had identified, destroyed and reported to FWC a New Guinea flatworm at their property.

### **UNFINISHED BUSINESS:**

**Nominating Committee:** Benucci reported that there are four Board vacancies coming up. New members wishing to serve on the Board should contact any Board member. Nominations will also be taken at the annual meeting.

**Board Nominees:** We currently have four members (three new and one current) who have agreed to accept a nomination and serve on the Board.

### **NEW BUSINESS:**

**Members in Good Standing Vote:** After some discussion, Weber moved and Benucci seconded to accept the list of members in good standing, unanimous.

**Date for 2019 Yard Sale:** After some discussion, Benucci moved and Houck seconded to schedule the annual yard sale for March 9, 2019.

**Annual Meeting:** Weber reminded the Board that the annual meeting is scheduled for November 3, 2018, at 2:00 pm at the Knights of Columbus hall on International Speedway Blvd.

**Adjournment:** Moved by Benucci, seconded by Hill, to adjourn at 7:58 pm. Carried.

Organizational Meeting – November 13, 2018 at 6:30 pm

Next Regular Board Meeting – November 13, 2018 at 7:00 pm.

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