

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

Minutes of the Regular Board meeting of September 11, 2012

Call to Order: The meeting was called to order by President Stone at 7:01 pm.

Roll Call: - Directors Stone, Alonzo, Jonas, Myers, Fletcher, and Benucci were present. Director Hill was absent.

Members Lilliann Alonzo and Nancy Jonas attended the meeting.

Minutes: Motion by Jonas, seconded by Fletcher to accept minutes as amended.

Correspondence: None.

COMMITTEE REPORTS:

Financial/Membership:

Financial:

We are about to print new checks for our main checking account. We believe we can enhance our internal checks and balances by going to a two-signature check. The bank will not police the two signature requirement and will pay on any check with at least one valid signature. Thus, the two signatures are strictly for our internal benefit. Discussion posted under New Business.

Collections:

- ✓ Two properties that received Demand for Claim of Lien letters last month have **paid in full**.
- ✓ The HUD-owned property is still in arrears for quarters three and four. Additionally, we have six liens outstanding.

Quick Books: With the completion of our migration to QuickBooks, Lorin has cancelled the ongoing QuickBooks support agreement.

Membership: We have the following new owners:

- ✓ Kings Mountain – new owners Terri and David Slachter – Lorin delivered documents.
- ✓ Valley Forge Rd – new owners Pete and Kathy Harris – moving in late September/ early October.
- ✓ Lancaster – closing scheduled for 9/10/12 – no confirmation.

We also have three new owners in the Condos:

- ✓ The Abeles have purchased an additional unit (total of 3)
- ✓ Holly Rabbits on Revere Place
- ✓ Cynthia Starr on Village Green Rd

Grounds & Maintenance:

- ✓ Jonas and Schrader repaired a water leak in the sprinkler system for zone 2 of the Route 17 entrance.
- ✓ Jonas and Schrader also replaced the sprinkler system controller at the Route 15 entrance, which stopped working possibly due to a lightning surge.
- ✓ Jonas has placed padlocks on the electric panels at both entrances after finding the one located near the ponds wide open during a recent rainstorm. All of these locks are keyed alike to simplify things.

Lawn Care & Beautification:

- ✓ After receiving an additional complaint as to the appearance of the area between the large pond and the condos, Jonas and Schrader have trimmed some low-lying, mostly dead branches along the pond water line. This will enable Clean Cuts to keep the weeds down in this area.
- ✓ We have several Jack Frost bushes at the Route 15 entrance that are either dead or don't look too healthy, so we will be making an evaluation to determine how many we need to replace with a heartier, shrub, probably Hawthornes, which are native to the area.
- ✓ The Beautification Award for the month of September has been presented to the Robert Moll residence at 2891 Shenandoah Road. Also, thanks to Jennifer Stone, who has come up with a very nice certificate to present to each month's recipient of the Beautification Award, which Director Stone has distributed to all of the winners for this year.

Storage Lot: This past month there were no new units added to the lot and one was permanently removed. One unit had an expired tag. The owner was contacted and the tag is now current. One unit is still without a tag and the owner (Clean Cuts) will be contacted.

ARB:

- ✓ The ARB received three requests last month. 2834 Concord Road asked to add a roof over an existing patio, 1026 Burgoyne Road wants to extend their front entrance to the house out four feet, and 931 Lexington Road asked to take down a damaged tree. All requests were approved.
- ✓ The tree behind 934 and 936 Village Green Road has been determined to be in Brandywine's Common Area. A County environmental specialist was called, and he stated that the tree is probably not a danger, but could be trimmed of dead branches and demossed. He also stated that because of its size, the tree could not be cut down without County permission. Affordable Tree has been called and we are awaiting an estimate before proceeding further.

Rules Enforcement:

- ✓ The Board discussed the upcoming political season and agreed to send out an email reminding residents that political signage is prohibited in Brandywine.
- ✓ We continue to experience issues with multiple cars parked in driveways, on the street, and on the lawn. The Bylaws indicate that vehicles should not be parked on the street overnight or for a period exceeding 10 hours. Cars are also not allowed to be parked on the lawn.

Web Site: The new Beautification Award was added to the home page as well as the July approved Board Minutes, July Newsletter, and August mailing. The New Members list was updated and on the Board & Contacts page under *Nominations*, the Chair was changed to Larry Alonzo and Bill Stone listed as a member.

Neighborhood Watch: Contact was made with Sgt Day, who is the new Community Services Officer. A meeting will be set up to discuss questions/concerns.

Welcoming Committee: Myers welcomed Terri and David Slachter to the neighborhood last month.

Planning Committee: The **blue tarp home** was on the agenda of the Volusia county CLCA board meeting Wednesday, 9-5. The meeting was attended by 20 Brandywine members. Again, as with the recent code board meeting, the membership's participation carried the day. **The board resolved that the home be removed.** The owner has until October 3 to demolish the structure or Volusia County will do so. The County will place a lien on the property for any cost; the association will not be charged.

Nominating Committee: Two members have expressed some interest in being on the Board. The Nominating Committee will be in further contact with them.

OLD BUSINESS: None.

NEW BUSINESS:

Two-Signature Rule for Checks: It was moved by Fletcher and seconded by Jonas to rescind the previous rule, which stated that "*the Bookkeeper, Treasurer, and President be authorized to sign checks, and that none of these board members could sign a check made out to themselves*" to "*two signatures shall be required on every check. Any board member may sign a check, but one of the two signatures must be that of either the Finance Coordinator (previously called Bookkeeper), President, or Treasurer.*" Moved by Fletcher, seconded by Jonas. Carried, unanimous.

November General Meeting Planning. The mailing has typically gone out 2-4 weeks prior to the scheduled annual meeting and should include the Meeting Notice (date/time), a List of Board Candidates, Proxy, Agenda, Financial Reports, a List of Members in Good Standing, and a Map to the meeting location. The Board determined that Members in Good Standing status will be as of Oct. 10th, 2012. Mike Frye will be contacted to confirm the date and time selected.

Adjournment: Moved by Myers, seconded by Alonzo to adjourn at 8:24pm. Carried. The next meeting will be held on October 9, 2012, at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary