

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

Minutes of the Regular Board meeting of August 11, 2015

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

Roll Call: - Directors Weber, Hill, Myers, Marshall, Houck, and Benucci were present. Director Robertson was absent. Member Mike Campanella attended the meeting.

A motion was made by Myers and seconded by Benucci to approve the July 14, 2015 Meeting Minutes as presented. Carried unanimously.

Correspondence: Weber reported that she was contacted by two security companies wishing to discuss their services. Myers read a card from a resident, thanking the HOA for all their hard work.

COMMITTEE REPORTS:

Financial/Membership:

Financial: Myers reported the following:

- ✓ The Finance committee met on August 4th. All members were in attendance.
- ✓ Discussion of the Profit and Loss report, Check detail report, Balance Sheet and AR Aging report (one delinquency was paid on August 1st.)
- ✓ **Forecasted Expenses:** Clean Cuts contract, Lorin Myers contract, City of DeLand, Duke Energy, Tinker Graphics, BV Condo Assn., The Lake Doctors, Travelers Ins. installment for Property Liability policy, Quality Quick Print, August mailing, and reimbursement to Myers for a 2015 QB's Pro license. Pending Board action, expenditures for grass carp and lighting for new entrance signs.
- ✗ Not forecasted but paid: Orr Signs \$3,437, completed entrance sign installation; Quality Quick Print \$299.43; July mailing; Paul, Elkind & Branz \$335.65, one Demand letter and one claim of lien.

Membership: Myers reported the following:

- ✓ All fourth quarter assessments were received before the end of the month except the long term arrears.
- ✗ One property is scheduled to close; two closings were completed last month.-
- ✗ The mortgage holding company evicted the occupants of one property.

ARB: Marshall reported the following:

- ✓ Request for removal of several trees in rotted condition at a residence on Green Mountain Road was reviewed and approved by Marshall.
- ✓ Marshall received a copy of a permit for a roof replacement at a residence on Kings Mountain Road. This has been reviewed and approved by Marshall and Jonas.

- ✓ A request for tree removal at a residence on Lexington was reviewed and approved by Marshall.

Lawn Care & Beautification: Benucci reported that the monthly beautification award was given to Fabiola Fairgrieve of 2836 Shenandoah Road.

Grounds & Maintenance: Weber reported the following:

- ✓ Brandywine Rd. ponds 2 and 3 have vegetation that grows on the bottom then dies and floats to the top which is not aesthetically pleasing. Weber contacted The Lake Doctors, again, regarding the acquisition of grass carp to control plant growth in ponds. They recommended we purchase ten triploid grass carp (each 10 inches-12inches) at \$16 each. With tax, the total cost would be \$170.40. There is a 90% guarantee of “survival of fish for 24 hours excluding predation, pollution, escape and other factors”. Delivery is projected to be in September. Benucci moved and Houck seconded to go ahead with the recommended purchase. Passed unanimously.
- ✓ Weber contacted Mike Graves about weeding the Brandywine Rd. islands at the US 17 entrance which was carried out by his crew. In the fall, some of the plantings in that area will need freshening up or replacing and Mike was asked to consider suggestions.
- ✓ Weber contacted Volusia County Road and Bridge about the storm water drains and erosion along both sides of Brandywine Rd. between W. Village Green Rd./Lafayette Pl. and Shenandoah Rd. Vegetation surrounding the drain on the east side of Brandywine Rd. was cleared. Also, fill dirt was applied on both sides of Brandywine Rd. in the area of concern.
- ✓ Weber contacted one owner about bushes blocking the right of way along Brandywine Rd. causing pedestrians to walk in the road to get around them. The owner responded quickly by trimming the bushes.

Storage Lot: Jerry Hill’s report indicated that there are 16 units in the storage area at this time, including one new one. All have up-to-date tags. Marshall requested and received permission from the Board to temporarily store two items in the storage lot.

Rules Enforcement: Hill reported that several non-compliance letters were sent out. All issues have been resolved.

Planning Committee: Weber reported the following:

- ✓ The area of demolition on Valley Forge Rd. was filled, graded, and seeded according to Volusia County codes. It is important that the HOA membership understands the original owner has retained possession of this property.
- ✓ The property at US17 and Brandywine Road has been sold to NUI Sports, LLC. This company is owned by Wei-Yu-Su who also owns the Brandywine Tennis Club. Plans for the development of this parcel have not been announced.

Welcoming Committee: Weber welcomed the following new members:

- Bill and Debbie Barnes Saratoga Rd.

- Lorene Richards Lancaster Rd.
- Steve and Robin Anderson Burgoyne Rd.

Communications: Myers reported the following:

- ✓ Monthly updates were made to the website. The budget announcement was mailed on July 24th. The items for the August mailing were discussed.

Entrance Signs: Marshall reported the following:

- ✓ The entrance signs at both the Highway 17 and 15-A entrances were completed by Orr Signs. Copies of the proposal, drawings, permits, and other paperwork was turned over to Liliane Benucci so we can retain a record. Orr Signs has been paid in full.
- ✓ Marshall has received only one proposal from Freedom Electric and has not been given proposals from other companies contacted. Because of this, Marshall recommended that the project be awarded to Freedom Electric. Benucci moved, Hill seconded the motion, and the vote was unanimous to award the contract to Freedom Electric.
- ✓ The remainder of the project will be irrigation and landscaping at the 15-A sign. This will be handled by the landscape and beautification committees.

OLD BUSINESS:

- ✓ **Vote on 2015-16 Annual Budget** – After the Board reviewed the proposed annual budget, Marshall moved and Benucci seconded to accept the new budget as presented. Carried unanimously.
- ✓ **Declaration of intention to serve the HOA for 2015 - 2015** – Benucci confirmed that she would run for re-election to the board.
- ✓ **Annual Member Meeting** – nothing new to discuss. Myers and Robertson are moving forward with preparations.
- ✓ **Liability Insurance** – Myers briefly discussed the three deductible options available with the increased property value coverage. After some discussion regarding the benefits of higher deductible/lower rates vs. lower deductible/higher rates it was moved by Benucci and seconded by Houck to go with the option of a \$2,500 deductible. Approved unanimously.
- ✓ **Additional Action on Delinquent Assessments** – this item was tabled.
- ✓ **Legal Representation** – To be continued at a later date.

NEW BUSINESS:

- ✓ **Clarify Secretary and Communications Chair Duties** – there was discussion regarding the possible overlapping of the Secretary and Communications Chair duties. It was decided that, for the time being, the Communications Chair would continue emailing out the Board meeting minutes and mailing annual meeting minutes to the membership. Going forward, the Secretary will be responsible for putting out the Board meeting notice signs. The President will continue to Email notice of the Board meetings and agenda to the Directors and Committee members.
- ✓ **Nominating Committee** – Weber informed the board that we are one person short of the five needed for this committee. Currently, the committee consists of Diane Hill, Tisa Houck, George Marshall, and Dee Robertson. Three Board of Director seats are up for election.

- ✓ Grounds and Ponds Improvements – Items were discussed and action taken under Reports. In addition, Weber has contacted Duke Energy regarding information about new lighting at the US17 entrance.
- ✓ Weber shared the mediation settlement agreement between the owner of the Valley Forge Road property and the County of Volusia.

Adjournment: Moved by Benucci seconded by Marshall to adjourn at 8:20pm. Carried. The next Board meeting will be held on September 8, 2015 at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary