

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

Minutes of the Regular Board meeting of March 10, 2015

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

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

A motion was made by Myers and seconded by Marshall to approve the February 10, 2015 Meeting Minutes as amended. Carried unanimously.

Correspondence: Weber received a postcard from the Central Florida Chapter Community Associations Institute regarding their HOA tradeshow on March 24, 2015.

COMMITTEE REPORTS:

Financial/Membership:

Financial: Myers reported the following:

- ✓ The Finance committee met on March 4th. All members were in attendance.
- ✓ Discussion of the Profit and Loss report, Check detail report, Balance Sheet and AR Aging report.

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, Hometown News, other Garage Sale ads
- ✓ Not forecasted but paid: Ken Jonas reimbursement for water repair supplies + mileage \$57.30
- ✓ Four properties closed last month.

ARB: Marshall reported the following:

- ✓ A new roof was installed at a residence on Lancaster Road. The request was reviewed by Marshall and Jonas and the paperwork is on file.
- ✓ A tree removal request at a residence on Bennington Place was reviewed by Marshall and Jonas. The paperwork is on file.
- ✓ A new roof request for a residence on Burgoyne Road was reviewed by Marshall and Jonas. The paperwork is on file.
- ✓ A request for re-painting exterior trim at a residence on Valley Forge road was reviewed by Marshall and Jonas. The paperwork is on file.

Lawn Care & Beautification: The March and April awards will be combined.

Grounds & Maintenance:

Jonas reported the following via email:

- ✓ He assisted Marshall with the installation of the new posts and signs along Brandywine Road. Thanks to Marshall for all his work making these. They look great!
- ✓ He had to straighten one and replace one of the white posts which designate the parking area by Pond #3, which have been hit by unknown motorists.
- ✓ He repaired a broken water line on the irrigation system at the Route 17 entrance and then checked both zones. All appears to be good now.
- ✓ He repaired one broken line and one sprinkler head at the Route 15 entrance and discovered the controller there was not functioning properly. He and Schrader replaced it.
- ✓ While making the above-referenced repairs, Jonas discovered the “Brandywine” sign by the Mallards was leaning badly and was about to fall down. He made some temporary repairs to keep it standing until we can get the new sign project rolling.
- ✓ He also trimmed some low-hanging branches along the walking trail between the bridge and Lafayette.

Weber reported the following:

- ✓ She and Mike Graves have been in contact regarding the regular ground maintenance. He estimated refurbishing the plantings and mulch at the W. Village Green cul-de-sac would cost around \$200.
- ✓ In addition, the project to replace the schillings bushes in the first island at the 15A entrance was discussed. Mike has submitted a proposal for plant removal, new plantings, mulch, and any needed repairs to the irrigation system and labor at a cost of \$2225.
- ✓ Shirley Abeles, president of the Brandywine Condo Association, has determined they have responsibility for maintaining the walking path to the plaza up to the gate. They will have that portion of the path repaved. She believes it would be the responsibility of the HOA to pursue the maintenance of the path beyond the gate.
- ✓ The Condo Association has approved the replacement of the wooden portions of the fence along their property line. The HOA will need to coordinate the cleaning of the north brick wall for the US 17 entrance sign project so as not to damage adjacent new fence material.

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.

Rules Enforcement: Hill reported that the Rules Compliance committee met on February 20, 2015. They discussed further composing of the rules enforcement letter. One letter was sent regarding an unsecured fence gate. The Volusia County Code Enforcement office was notified of same and a second call was made. The county has also sent a registered/certified letter regarding the unsecured fence gate and they plan to follow up as well.

Planning Committee: Weber reported that the Volusia County attorney's office had to extend the deposition of the owner of the foreclosure property into this month. Our HOA attorney, Mike Kelton, continues to monitor the situation.

Welcoming Committee: Weber did not welcome any new residents this month.

Communications: Myers reported the following:

- ✓ Monthly updates were made to the website; the new Facebook account will be added to the website.
- ✓ The new Facebook page is up and running with eight members. The page was announced via email to Brandywine residents and the name of the page is "Brandywine of DeLand."
- ✓ One disturbance regarding a juvenile was reported at the Mallards last month.

Signs: Marshall reported the following:

- ✓ Twelve new signs and posts were built and erected along Brandywine Road at the Hwy 17 and 15-A entrances. The signs were installed by Marshall and Jonas.
- ✓ Marshall cleaned and scrubbed the Beautification Sign.
- ✓ Marshall spoke with Mike Orr of Orr Signs regarding the Entrance Sign Project and he indicated that he is waiting to get the engineering drawings to submit with the permit application. He hoped he would have them next week. Everyone seems to be very busy right now.

OLD BUSINESS:

- ✓ Planting Project – Weber has spoken with Mike @ Clean Cuts, who is working on the project. After minimal discussion the board voted to set a limit of \$2,800 for the replanting of the island at Hwy 15-A (Myers moved, Benucci seconded, and the motion was unanimously approved).
- ✓ Community Garage Sale – the garage sale was well-attended.
- ✓ Annual Member Meeting – After some discussion, the Board decided the Sanborn Center Ballroom best met the HOA's needs for the location of the 2015 Annual Meeting, which will take place on Thursday, November 5, 2015. Marshall moved and Benucci seconded to go forward with reserving the room and allowing Myers to research catering options, as we would like to offer refreshments. Registration will begin at 5:00 pm and the meeting will start at 7:00 pm.

NEW BUSINESS:

- ✓ First Draft of the 2015 – 2016 Annual Budget – Myers briefly went over the proposed 2015 – 2016 Budget, explaining certain line items. At this time there were no questions. Myers will continue to review the budget with the Board on a monthly basis.

Adjournment: Moved by Marshall, seconded by Benucci to adjourn at 8:13pm. Carried. The next Board meeting will be held on April 14, 2015 at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary