

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

Minutes of the Regular Board meeting of March 12, 2019.

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 Renee Weber, Treasurer Dale Haaland, Directors John Chant, were present. Directors Mike Campanella and Cindy Capps were absent. Members Tisa Houck, Diane Hill and Ric Ortkiese were also present.

Minutes: Motion by Haaland and seconded by Chant to approve the February 12, 2019 meeting minutes. Passed unanimously.

Correspondence: Myers received communication from a member regarding banana plants that had been planted by a neighbor in the common area behind Freeman's Farm Road. The Board feels it is unwise to set this precedent, so Myers will be contacting the planter and requesting that they remove the banana plants. Myers also received correspondence regarding tree debris being dumped behind Concord Road and Charleston Place. He made contact with both parties and the issue was resolved.

COMMITTEE REPORTS:

Financial: Haaland reported the following:

The Finance committee met at 1 pm on March 5th, Dale Haaland, Mark Zirkle and Lorin Myers were present. Chris Sorensen was absent. 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 Doctors contract, Lowe's gift certificate, City of DeLand water, Tinker Graphics web hosting, Condo Association meeting rental, Duke Energy utility bill, Mainstreet Bank print checks, app \$140 per 250, Clean Cuts mulching \$520, Volusia county permit \$100, Lowe's \$300 fence section/materials, pressure washing, materials to repair the moorings to the large fountain.
- **Expenses forecasted and paid since the last report:** Florida Dept of State \$61.25. All Quality Products \$271.05. All Quality products \$ 173.07. Ireland Surveying \$300.00. EA Zebell PL \$225.30.
- **Expenses not forecasted and paid last since the last report:** Lorin Myers reimburse \$69.26.
- No closings are pending.
- Three closings were completed during the last month.
- The 45 day Demand (ITL) letter runs out 3/22.
- 2019/20 budget proposal from the committee will be discussed under New Business

- Travelers Liability & Property coverage carrier will be changing due May 1st. We have a quote from First Community Insurance Company. Myers discussed the new carrier. Since there were no objections he will sign the paperwork.

ARB: Chant reported the following:

Pending Applications:

- On Dec. 17, 2018 Myers received an application for painting house and trim on Lexington Road. Colors have been approved.
- On Jan. 11th Chant received a request for a shed on Charleston Place. Chant replied to get back to him once he pulls the permit.
- On March 1, 2019, he received a request for tree removal on Lancaster Road. Approved by Chant and Myers.

Completed Applications:

- On 2/26/19 a request for tree removal was submitted on Freeman's Farm Road and approved by Chant, reviewed by Myers.
- On Nov. 13, 2018 Chant received a request for tree removal and paint on Burgoyne Rd. The tree removal is done and the paint is done. Approved by Chant and Myers.
- Freeman's Farm Road roof permit received

Beautification: Benucci reported that the monthly beautification award was given to Skip and Tisa Houck at 800 Freeman's Farm Road.

Grounds & Maintenance: Weber reported the following:

- Clean Cuts performed common area trimming and mowing. Mike Graves submitted an estimate of \$520 for mulch for the 15A entrance, the entrance to West Village Green Rd. and the island on West Village Green Rd.
- One streetlight outage on Lancaster Rd. was reported and repaired by Duke Energy. The light sensor had to be put back in place.
- The Lake Doctors carried out the regular monthly service for all three ponds.
- Weber contacted Volusia County Road and Bridge about removing a dead pine tree at the Kings Mountain/Valley Forge Rd. entrance and asked that the health of the two remaining pine trees in this area be assessed. All three pine trees were cut down.
- No known original foot boards on the walking bridge remain. In the past few months, a total of 108 footboards have been replaced and secured with screws by volunteers Skip Houck, Gary Filip, Ric Ortkiese and Lorin Myers.
- One of the ropes for the fountain in pond 3 has detached. This will need to be fixed in order to keep the fountain secured.
- A member reported a neighbor planted banana trees in the common area off of Freeman's Farm Rd. The Board will discuss this and decide if action is warranted.
- Another member contacted Myers to report bush trimmings were piled in the common area near her property line. Myers is attempting to find out who dumped the debris.

- Ireland and Associates Surveying, Inc. completed the survey on the common area property off Burgoyne Rd. and along Parkway Dr. in preparation for replacing the fence.

It was mentioned that the path to the bridge needs to be seal-coated.

Storage Facility: Campanella's report indicated the following:

- 44 Lot Spaces (Viewed in person)
- 0 showed expired as of today's writing
- 4 Lot spaces are confirmed as available
- 1 Lot space was filled.
- Extra patrols by VCSO have continued.

Rules Compliance: Houck's report indicated the following:

There were no unresolved issues from February.

New Violation – property on Lexington Rd.

On 3/10 Capps sent an email to a member on Freemans Farm Road about a commercial painting sign that is displayed in the front yard.

Welcoming Committee: Hill reported that there are three new closings, just this past week, but she has been unable to contact anyone. Her plan is to get in touch with new people this week to see if all have moved in, have documents and to meet with, etc.

Communications: Myers reported the following:

- Updates were made to the website.
- Weber reported receiving a request for ramps for a wheel chair at one home and replied that it did not require ARB approval.
- One missing cat email was distributed.
- Several people have reported coral snakes on their properties.
- The Condominiums reported they were going to have the wild ducks relocated by a professional.
- He received a call complaining about a neighbor's dog on their property. She was asked to call animal control.
- He sent out an email when a resident reported that their car was burglarized.

UNFINISHED BUSINESS:

- **Little Free Library** – Ric Ortkiese provided additional details to the Board. The location of the structure was discussed. The HOA shares no liability or responsibility with the property owner. But it was discussed that the LFL would be a nice addition to the neighborhood.
- **Annual Meeting Date and Venue:** No updates.

- **Annual Garage Sale:** The garage sale was a huge success. Houck suggested getting a banner similar to the one used to announce the annual meeting.

NEW BUSINESS:

2019/2020 Budget Proposal: Myers went over the budget proposal line by line, answering questions as they were posed. This will continue up until the budget is approved in August.

Adjournment: Moved by Benucci, seconded by Haaland, to adjourn at 7:53 pm. Carried.

Next Regular Board Meeting – April 9, 2019 at 7:00 pm.

Respectfully Submitted: Liliane Benucci – Recording Secretary