

MENTONE CLUSTER DEVELOPMENT OWNERS ASSOCIATION, INC.

Board of Directors Meeting Minutes

May 19, 2011

With a quorum present, the May 18, 2011 meeting of the Mentone Board of Directors was called to order at 6:30 pm by President Patsy Murray in the Mentone Recreation Pavilion.

Directors Present: Patsy Murray (President), Karen Ledee (Vice President), Dave Jenkins (Treasurer), Al Tilly (Secretary), Gil Murray, Irv Lampert

Members Absent: none

Trend Management Solutions Staff Present: Kelly Burch

Resident Comments: (no residents present at this time)

Consideration of Minutes: No discussion. Motion to approve April 21, 2011 minutes by G. Murray, seconded by Ledee. Approved unanimously.

Reports of Officers:

President – expressed gratitude for tireless effort that Jenkins has been spending on getting the website updated, maintaining the action items list, and helping to get things done. P. Murray has been getting many positive comments from residents expressing appreciation that things have been getting done.

Vice President- (no report)

Secretary – (no report)

Treasurer – Jenkins informed us he has looked at the budget and that everything looks good and appears to be on track. He updated us on the status of the reserve funds and informed us that some accounts don't match up between income and remaining balance sides of the chart of accounts as summarized below:

<i>5XXX Credit / Debit Account</i>	<i>6XXX Income Account</i>
None	6998 Res Income-General
5010 Reserves-Mulch	None
5015 Sinkhole Remediation	None
5030 Reserves-Pool Pump	None
None	6978 Res Income-Wood Fence

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Jenkins requested clarification of these mis-matches from TMS, and asked Ken Joines what would happen if the BOD decided to spend \$5K of Reserve Income-General funds. Joines explained that a 97XX Expense account would be created for the expenditure, and a 57XX Credit/Debit account would be created to contain the balance. Jenkins informed us that this makes sense and doesn't mean there is anything wrong with our system. However, the Board may wish to look at closing the 5010 Reserves-Mulch account since mulching is an annual task which is paid out of current year operating funds, not reserves.

Committee Reports:

- A. Financial – (contained in the Treasurer's Report of Officers section above)
- B. Playground/Recreation/Pool – The Board made a presentation to previous Board President Angel Lounds-Singleton of a decorative engraved crystal bowl for selfless years of service on the Board and for making Mentone a better place to live.

At this point the regular meeting agenda was suspended to allow a newly arrived resident to address the Board. Arnold Doctor asked about the procedure for making changes to his house, specifically for changing house color and for adding another lane to the driveway to allow more cars to be parked in the yard and not on the street. P. Murray explained the process of applying to the Architectural Review Committee (ARC) by application available from the newly updated Mentone website (mentone.go.to) and how to find the application on the website. At this time, the roster of the ARC is the same as the Board. Mr. Doctor explained he wasn't aware of the process and had already repainted his front door. Burch explained it is necessary to file one form for the work already done and to file a second form for the work still to be done since the items need to be handled separately. Tilly informed Doctor that it is not possible for the ARC to approve a request for a 3 lane driveway to the street since County Code states the maximum driveway width at the right-of-way is 24 feet and a 3 lane driveway is at least 30 feet wide. He could taper the pavement wider on his lot as long as the maximum width at the right-of-way is 24 feet. Discussion ensued that there are driveways in the neighborhood over the County standard. The Board was not aware of any prior information submitted by residents that a waiver or variance to County Code had been obtained nor that there were any applications to the ARC, at least during the tenure of the current members, requesting a driveway widening that had been approved. There have been some denied, however. Further discussion regarding the process ensued with Mr. Doctor aware of his options and he stating that he would be applying for approval prior to doing any more renovations.

The regular agenda order was resumed at this time.

- C. Social – Debra Martinez informed us of the success of the recent Family Day event though the event had to be run on Sunday instead of Saturday due to inclement weather on Saturday. Turnout was very good and she received positive feedback from attendees. The kids also had fun. The committee spent around \$245 for food and refreshments. The plan was to have the Chick-fil-A cow attending but this was not possible with the Sunday date since Chick-fil-A is closed on Sundays. She did tell

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us that Chick-fil-A was very accommodating and likes to attend community events. They will have the cow attend and set up a table to provide coupons for their restaurant. She then shared that the next event will be the ice cream social held in August.

- D. Welcoming/Love thy Neighbor – Debra Martinez told us she has been getting some of the new neighbor welcoming letters back from the post office stating they are not deliverable. The particular example she provided shed light on the issue. Through discussion, we determined the letter had been received by a renter that was addressed to the owner. Not knowing what to do the renter stated “no longer at this address” on the envelope and returned to the post office. This issue is being addressed with changes still being worked out to help eliminate this situation in the future.
- E. Architectural Review/ARC – There is a fines committee meeting coming up on the 24th at 8:30 pm to hear an appeal from a resident having received fines notification recently.

General Manager’s Report:

- A. CCR/Landscape: number of letters sent based on last neighborhood drive through: 102 friendly letters, 36 thirty day notice letters, 22 fifteen day intent to fine letters, and 2 fine assessment letters. Burch had provided us the spreadsheet used to generate the letters so we as a Board could discuss the process and appropriateness of the number of letters generated compared to the size of the neighborhood. This month’s total was again in the 40% range for the number of owners receiving letters of some kind. Discussion followed and it was decided to not pursue trash can/recycle bins being left in the street using this same process. Burch was asked about our total number of letters in relation to other Associations they have managed and she stated our process generates far more letters. We explored the statement and came to the conclusion it is due to the multistep process we use before issuing fines. Most associations issue a fine with the first (and only) letter while our process lasts many months and many letters before fines are invoked. After a lengthy discussion on issues such as brown spots in an otherwise green lawn are definitely indications there is something wrong, the upcoming presentation by Wendy Wilbur of UF-IFAS at the Mentone Pavilion on Saturday June 11 from 9:30 am to ?, discussion of Florida Friendly landscaping and how to get information online to implement it, and with some Board members and management noticing an improvement in the neighborhood since this multi letter process was instituted it was decided to leave the process as is.

Unfinished Business:

- A. Review of Action items: Action items were discussed. (See separate action items list).

New Business:

- A. P. Murray reiterated that the presentation by Wendy Wilbur of UF-IFAS is scheduled for Saturday June 11 in the Mentone Pavilion at 9:30 am to discuss issues Mentone owners

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and renters are facing with keeping yards in compliance with adopted codes, covenants, and restrictions. Additional discussion regarding the guest list was pursued with eventual consensus that the presentation be attended predominantly by Mentone residents for many reasons. Discussion followed and we decided to promote the event by putting a flyer on each house door (this was not considered to violate the "no soliciting" policy we have since it is not for a profit, is to further information from the Board, and is for Mentone residents only), to post an item on the website announcing the event and to relay the event by word of mouth to neighbors and friends in the neighborhood. P. Murray also asked that an announcement be sent with the next quarterly invoices. The content of the Mentone newsletter (The Groundhog) was also discussed. It was decided to include items on new neighbors, our new Board member, and recent activity in the Association and Committees.

Resident Issues:

- A. No residents were present at this time.

Motion to adjourn at 8:00 pm by P. Murray, seconded by Ledee, approved unanimously.

Pending official Board of Director's Approval at the June 16, 2011 meeting