

## **The Enclave at Moss Park Home Owners Association, Inc.**

7:30 p.m. at The Pool Cabana  
May 24, 2016 Board Meeting Minutes

**Call to Order:** Meredith O'Connor called the meeting to order at 7:36 p.m.

**Quorum:** A quorum of the board attended. Present were board members: Meredith O'Connor and Demarick Patton. Gary Chiou was absent. Nikki Bishop-Cooks, Bob Borg, and Tamela Machino from Community Management Professionals (CMP) were also present, along with 12 homeowners in attendance.

**Proof of Notice:** Meeting notice was confirmed.

**Consent Agenda:**

- Meredith O'Connor motioned to approve the April 2016 meeting minutes. Demarick Patton seconded, all in favor, and the motion carried.

**Management Report:** Nikki Bishop-Cooks submitted the Management Report, and advised the BOD and residents in attendance that Tamela Machino will take over managing their community. An overview of the inspections, financials, vendor meetings and CMP activities was presented. No hearing committee meeting was held for the month as a quorum of the committee was not obtained. Residents were advised of the cancellation, and all will be reviewed again for the next scheduled meeting. Meredith O'Connor motioned to accept ARB findings to approve these applications: 11629 Deer Path – screen enclosure, 11641 Deer Path – fence, 12253 GCW – pool & screen approved w/stipulation, 12300 GCW – gutters, 12305 GCW – gutters, 12296 GCW – gutters, 12265 GCW – fence, and 12261 GCW – fence. Demarick Patton seconded, all in favor, and the motion carried.

**Old Business:**

- 11445 GCW--CMP contacted Mitch Haller for an update, nothing at this time but there should be something by June 3rd, so we will advise the BOD once something is received.
- Painting Project—Update on this project and advised that the cabana painting will be done by May 27<sup>th</sup>, before the Memorial Day weekend.
- Playground Enhancements--Demarick Patton provided copies of the survey results regarding the enhancements and speed humps. Demarick Patton will continue to work with committee so that a resident can head up the committee for the enhancements and Mr. Grant volunteered to head this committee.
- Operating Account Overage—This has been done, and the May financial will show the \$175,000 money market account.
- Speed Humps—Discussion regarding this. Demarick Patton will have a resident lead up this committee for this.
- Volunteer Appreciation—Gary Chiou will find a location and date in August, after school begins.
- Community Information Center—CMP is awaiting bids from 2 vendors on this. These will be submitted to the BOD once received.

**New Business:**

- Delinquency notices to owners—Discussion regarding this and ways to notice residents when they have a small amount due, so that they may address before the balance is high. CMP will look into the possibility of maybe a postcard being sent with a note advising them to check their account. CMP will also find out the cost to send a statement at the end of the year with the coupons that show the owners their deficits vs. credits for the account.

**Next Meeting:** Scheduled for June 28, 2016 at 7:30pm.

**Adjournment:** Meredith O'Connor motioned to adjourn. Demarick Patton seconded, all approved and the meeting adjourned at 9:11 p.m.

Nikki Bishop-Cooks, LCAM

Association Manager for The Enclave at Moss Park