

The Enclave at Moss Park Home Owners Association, Inc.

7:30 p.m. at The Pool Cabana
June 28, 2016 Board Meeting Minutes

Call to Order: Demarick Patton called the meeting to order at 7:33 p.m.

Quorum: A quorum of the board attended. Present were board members: Gary Chiou, and Demarick Patton. Meredith O'Connor was absent. Nikki Bishop-Cooks from Community Management Professionals (CMP) was also present, along with 11 homeowners in attendance.

Proof of Notice: Meeting notice was confirmed.

Consent Agenda:

- Gary Chiou motioned to approve the May 2016 meeting minutes. Demarick Patton seconded, all in favor, and the motion carried.
- No hearing committee meeting was held for the month as due to schedule conflicts, the 14 day notice requirement for hearing.

Management Report: Nikki Bishop-Cooks submitted the Management Report and advised that due to scheduling conflict, she was filling in for CAM Tamela Machino. An overview of the inspections, financials, vendor meetings and CMP activities was presented.

Gary Chiou motioned to accept ARB findings to approve these applications: 11725 Deer Path – 6' White PVC fence, 11325 GCW – For Sale Sign (Blue/White post), 11642 GCW – Exterior paint, 12261 GCW – 6' White PVC fence, 12269 GCW – Stagbury – Exterior paint. Demarick Patton seconded, all in favor, and the motion carried.

Old Business:

- 11445 GCW—Update from Mitch Haller received during the evening of June 29, 2016. After discussion during the meeting, Gary Chiou would like CMP to email Mitch Haller to request a clear recommendation, and to also inquire if amending the documents will cause trouble for mediation
- Painting Project—CMP provided an update and aside from a couple of side items, the painting project is completed.
- Playground Enhancements--Demarick Patton provided update on this project and advised any residents that would like to be a part of this to reach out. Mr. Grant is heading this committee currently
- Speed Humps—Demarick Patton provided a brief update on this.
- Volunteer Appreciation—Gary Chiou will find a location and date in August, after school begins, but it looks like it may be more cost efficient to house this at someone home and have this catered so that they may be able to possibly have a plus one
- Community Information Center—CMP is awaiting bids from AOC on this, as SignNow has decided to no longer be a part of the process. These will be submitted to the BOD once received.
- Notice to alert Account Delinquency—Discussion regarding this matter with the residents. The BOD would like to have year-end statements sent with payment coupons that show the credits vs. balances for the year, and they would like to have courtesy post cards sent to owners to alert them to check their accounts. CMP will draft a courtesy delinquency post card to be sent to all owners with a delinquency of \$10.00 or more on their account, which is not at the attorney, MFC, BK, or Payment plan, and send this to the BOD for approval. This would need to become a new part of the collection policy process.

New Business:

- Trash/Recycle/Townhome Landscape/Compliance—Discussion regarding how to proceed with these as the courtesy time has passed. CMP will proceed with the next step on all of the violations and begin issuing regular notices for the trash/recycling bins again.
- Pond Fountain/Aerator/Pool Furniture Re-strapping—CMP has received the proposal from Vertex Water Features, and is now awaiting the electrical costs to accompany the fountain install. Also awaiting the quote for the aerator, once we know where the electrical will be installed. Pricing also received for the re-strapping of the pool furniture and it will be \$50.00/chair and \$75/lounger and \$85.00 charge for pickup and delivery of repaired chairs. AOC is also looking into the cost for the material, since they would be able to make the repairs onsite same day.

Next Meeting: Scheduled for July 26, 2016 at 7:30pm.

Adjournment: Gary Chiou motioned to adjourn. Demarick Patton seconded, all approved and the meeting adjourned at 9:24 p.m.

Nikki Bishop-Cooks, LCAM

Community Association Manager