

**MINUTES OF THE ANNUAL MEETING OF  
LIBERTY SQUARE HOMEOWNERS ASSOCIATION INC.**

The members of the Liberty Square Homeowners' Association, Inc. held their Annual Meeting on Thursday, August 8<sup>th</sup>, 2019 at 6:30 p.m. at The Shamrock 1<sup>st</sup> Baptist Church, Marshall Rd, Haines City FL 33844.

**Call To order:** Martyn Thorley L.C.A.M of Association Solutions called the meeting to order at 6:32 p.m.

**Quorum:** Quorum was not present with only 5 members represented in person and 16 proxies.

**Proof of Notice:** Martyn Thorley, L.C.A.M presented the proof of notice.

Martyn Thorley said that as there were two vacant positions and two candidates, under Florida Statute, those candidates are automatically elected to the Board. He therefore welcomed back on to the Board Travis Fryzowicz and new Board member Nicholas Norgate. They would both serve a two year term.

**Adjournment:** There was no further business to come before the meeting and so Cheryl Sperry motioned to adjourn. The meeting was adjourned at 6:36 p.m.

**LIBERTY SQUARE HOMEOWNERS' ASSOCIATION INC.  
BOARD OF DIRECTORS ORGANIZATIONAL MEETING**

**HELD ON THURSDAY, AUGUST 8<sup>th</sup> 2019  
AT THE SHAMROCK FIRST BAPTIST CHURCH**

This meeting was held on Thursday, August 8<sup>th</sup> 2019 at the Shamrock 1<sup>st</sup> Baptist Church, Marshall Rd, Haines City, FL 33844 immediately following the Annual Meeting.

**Call to Order:** The meeting was called to order at 6:37 p.m. by Cheryl Sperry.

**Quorum** was established with James Stephens and Cheryl Sperry present in person and Nancy Derosier on the telephone.

**Others present:** Martyn Thorley L.C.A.M. of Association Solutions and a few members of the community.

The only matter on the agenda was to establish Board positions. Discussions took place between the three Board members and it was decided that the titles would be as follows for the next year:

James Stephens	President	1 year remaining
Nancy Derosier	Vice President	1 year remaining
Cheryl Sperry	Secretary / Treasurer	1 year remaining
Travis Fryzowicz	Director	2 year term
Nicholas Norgate	Director	2 Year Term

**Adjournment:** Motion to adjourn by James Stephens and seconded by Nancy Derosier. The meeting was adjourned at 6:40 p.m.

## MINUTES OF THE LIBERTY SQUARE HOMEOWNERS' ASSOCIATION

### BOARD OF DIRECTORS MEETING

THURSDAY AUGUST 8<sup>th</sup> 2019 @ 6:35 P.M.

The Board of Directors of the Liberty Square Homeowners' Association held their Budget Board Meeting on Thursday, August 8<sup>th</sup> 2019 at Shamrock 1<sup>st</sup> Baptist Church, Marshall Road, Haines City, FL 33844.

Present in person were Board members, James Stephens and Cheryl Sperry and Nancy Derosier by telephone Also present were Martyn Thorley, L.C.A.M of Association Solutions and a number of homeowners.

**Quorum** A Quorum with 3 of 5 Board members being present, the meeting was called to order at 6:43 p.m. by Nancy Derosier.

#### Minutes

The Board reviewed the minutes of the March 28<sup>th</sup> 2019 Board meeting and on a motion from Cheryl Sperry and seconded by Nancy Derosier, the minutes of the March meeting were unanimously approved.

#### Financial/Management Reports

Martyn Thorley reviewed the June 2019 Financials with the Board. Upon motion duly made by James Stephens and seconded by Cheryl Sperry the June 2019 Financial Statements were unanimously approved.

#### Old Business

**Walls and Signs Pressure Washing:** Martyn said that the entrance signs and walls had now been pressure washed.

#### New Business

**Budget 2020:** Martyn Thorley went through the proposed Budget for 2020 on a line by line basis. The Board discussed the budget in detail and the options available with regard to income, expenditure and the funding of the reserves. Cheryl Sperry then motioned to have a small increase in the dues to \$500 and put the extra funds this would generate into the reserves. James Stephens seconded the motion and Nancy Derosier agreed. The motion was carried unanimously. There would be no payment plan, but owners would be encouraged to begin making payments towards next year's dues, starting in September or October of this year.

Cheryl Sperry asked that the Budget letter be sent to owners as soon as possible and that a follow up email be sent in October to remind owners to start making payments as soon as they can. Cheryl and James said that they may also go door to door to remind owners of the need to try and make early payments. Martyn said that the letter would go out by early September at the latest and he would send an email reminder.

**Color Book:** The Board members looked at the two new color books provided by Maronda Homes. On a motion by Cheryl Sperry and seconded by James Stephens the new books were approved for use in the community. Owners may repaint their homes in the original colors or choose one of the new schemes in the books.

#### Open Forum

A homeowner asked if it was possible to have lane markings on Freedom Drive. James said that the owner would need to contact the City as the HOA do not control Freedom Drive.

#### Next Meeting

The next meeting, which will be a Board Meeting, will be held on Thursday, January 9<sup>th</sup> 2020 at 6:30 p.m. The venue is to be confirmed, but will hopefully be at The Shamrock 1<sup>st</sup> Baptist Church.

**Adjournment**

Upon motion duly made by Cheryl Sperry and seconded by James Stephens, the meeting was adjourned at 7:30 p.m.