Parkside Place Homeowners Association, Inc.
Board Meeting May 22, 2018 10:00 AM Clubhouse
official Minutes, approved
at the July 28 meeting

I. **Call to order:** The meeting was called to order by Donna Gensler at 10:00 AM.

II. **Establish a quorum:**
Randi Pollack- President (2018) By Speaker Phone
Donna Gensler- Vice President (2018)
Bill Burleigh-Treasurer (2018)
Jim Lawson- Director (2019)
Amy Kneessy- Alternate (2018)
John Newell- Secretary (2019)

III. **Approval of Minutes:** 3/27/2018 Board Meeting
A motion was made by Jim Lawson to approve the April 24, 2018 Board Meeting Minutes as presented. The motion was seconded by Bill Burleigh. All those in favor, the motion was carried unanimously.

IV. **Officer's Reports:**

a. **President Report –** No Report

b. **Vice President Report-** No Report

c. **Treasurer Report -** Bill gave a brief synopsis the 2017 Audit. Bill would like for 2018 Budget Allocations to be put on the website. He also created a list of the Parkside Place HOA Vendor Contracts and is a list of vendors, general description of duties and the dates of the contacts. Bill stated he would provide a copy to whomever would like a copy of the vendor contracts list and list of vendors. Jim Lawson spoke about the reserves on the audit report and suggested that the board entertain and created a spread sheet to allocate the reserves items.

Donna Gensler made a motion to approve the April financials and treasures report. Jim Lawson second the motion. All those in favor, motion carried.

d. **Secretary Report-** No report
e. **Director Report-** No report

V. **Committee Reports:**

a. **Clubhouse Committee-** Committee sated they have had one rental so far and have another rental coming up in June. The committee would like to purchase a new umbrella for the pool. ***Bill made a motion to purchase one (1) umbrella for the pool not to exceed $125.00 clubhouse, John seconded the motion. All those in favor, motion carried.*** There was a lengthy discussion among the board and residents regarding a violation letter sent to a resident regarding a clubhouse reservation. ***Jim Lawson made a motion to revoke the increase deposit that was sent in a violation letter to the resident. Randi***

Pollack seconded the motion. All those in favor, motion carried. Bill suggested that Roxy look at the current application and come back to the board with any suggestions.

b. **Outreach Committee-** Residents stated we have a new resident that has moved in, Donna will reach out to them.

c. **Social Committee-** Donna stated there was a good turnout for the Cinco de mayo party, it was very successful and everyone had a wonderful time.

d. A**rchitectural Review Committee-** There committee discussed a violation letter that was sent to a resident for an ARC violation and asked that future letters be more specific and have a little more detail. Jim asked about the tile roof project that has been pending and asked for an update from management.

e. **Compliance Committee-** Amy spoke about compliance committee meeting and the committee worked on the "procedures for management company and compliance and fine committee". Bill spoke about the time frame for parking infractions and would like to the committee to work on the timeframe. The board spoke about procedures of the violations, summery part 2 example (3) and would like the examples stricken from the policy. ***Randi Pollack made a motion to approve the revised policy with the examples removed. Donna Gensler seconded the motion. All those in favor, motion carried.*** Randi wanted to thank the compliance committee for all their hard work.

f. **Landscape Committee-** The committee would like for the palm trees to be cut down and are asking for $500.00 for two queen palms. ***Donna Gensler made a motion to approve $500.00 for two queen palms to be removed. Bill seconded the motion. All those in favor, motion carried. Jim Lawson abstained.***

John Newell made a motion to approve $400.00 sod quote behind unit 1305. Randi Pollak seconded the motion. All those in favor, motion carried. Jim Lawson abstained.

The board would like for a letter to go out to resident regarding maintaining the sod after the installed and to make sure it's getting watered and keep a file of the signatures.

VI. **Managers' Report-** The board had a lengthy discussion regarding a fire behind one of the units. It was brought to our attention that a fire started due to trees behind the unit and FPL was contacted on many occasions by management and the Association. FPL has yet to resolve the issues. Jim Lawson suggested that we have the Association Attorney send a letter to FPL. ***Donna Gensler made a motion to have the Association Attorney send a letter to FPL. John Newell seconded the motion. All those in favor, motion carried.***

VII. **New Business:**

1. Pool Signs: The board had a lengthy discussion regarding residents having pets in the pool area and possible signage on the pool three fences**.** Also, there was discussion if the police were called will they enforce the sign**.** ***John Newell made a motion to put three small classy signs 'No animals allowed" in the pool. Jim Lawson seconded the motion. All those in favor, motion passed. Randi Pollack abstained.***

2. Revised Compliance Procedures: was discussed under Compliance Committee report.
3. Towing Companies: Management discussed towing companies and will provide a contract from Imperial Towing to the board for review. The board would like for two signs to be installed at both entrances of the community.

VIII. **Old Business:**

1. **Update on the Drainage Research & Project for the Community-** Jim Lawson spoke about the drainage committee meeting with Erin and John to review locations for elevation measurements. Jim spoke about the east property pump and if new pumps are recommended they will be installed in existing sumps that should be added to a regular Natural Harmony clearing/ Cleaning assignment. Also, they request support from Natural Harmony to do shovel work. The committee needs to put a list together for Natural Harmony after a storm.

Jim Lawson made a motion for Natural harmony to clean up the sumps more hours to clean out the pump and this should be added to their weekly duties, but need we need more specific assignment. John Newell seconded the motion. All those in favor, motion passed.

Pump two discharge line and the drainage committee was going to dig it out it may be broken and washing the dirt away. ***Jim Lawson made a motion for natural harmony to dig up the line on pump two. John Newell seconded the motion. All those in favor, motion passed.***

IX. **Open Forum:**
Resident Comments: None

X. **Adjournment-*A motion was made by Donna Gensler to adjourn the meeting at 11:59 AM. The motion was seconded by John Newell. All those in favor, motion was carried unanimously.*** The next meeting is scheduled for June 26, 2018 at 10:00 AM at the Clubhouse.