

2018 Annual Meeting and Election
Riverbrook at Glen Kernan Owners Association
June 6th, 2018
6:30 p.m.
Pablo Creek Library

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:34pm.*
Rowena Nagales- President; Sharon Ervin-Treasurer; Erika Williams- Secretary; Misty O'Connell- Property Manager
- 2. Proof of Notice of Meeting**
 - First Notice: May 2nd, 2018
 - Second Notice: May 18th, 2018
- 3. Approval of Minutes:** 2017 Annual Meeting
 - Minutes previously approved
 - Adopted at this meeting
 - Reviewed
- 4. Annual Treasurer's Report:** Read by Sharon Ervin
 - May financials reviewed
 - A copy given to all members, in attendance
- 5. Old Business:**
 - Rocky River Rd island refresh complete
 - Entrance island:
 - Maintenance is the responsibility of Glen Kernan
 - Management has been in contact with Glen Kernan management, to ensure the area stays maintained. Responses take a little time, but the GK maintenance team comes out to pull weeds
- 6. New Business:**
 - Governing Documents:
 - Outdated
 - The Association has retained a law firm, Bataineh Palmeri, LLP, to assist with amending the documents. The retention fee was waived.
 - The Association will need an Amendment Committee to assist with getting signatures for amendments
 - The Board wants to create a Welcome Committee, to greet new residents and make sure they know the rules of the community. And also a Landscape Committee.

7. Certification of Attendance and Proxies: (Quorum: 120 members (30%))

- Present: 20
- Proxy: 13
- **Total: 33**

8. Open Forum:

- Member: we should add postage to proxy/ballot envelopes, to ensure returns.
- Member: House on Rocky River has installed wildflowers between the sidewalk and curb. The home was put on notice May, month end.
- Member: There are a lot of vehicles parking on the streets. Management: Because the streets are owned by the city, it makes it difficult to enforce HOA rules on property not owned by the HOA. JSO should be contacted if a vehicle is blocking a driveway, if a vehicle has invalid tags, if parked at a stop sign
- Member: Can non-submittal of proxies equate to Board choice on voting? No.

9. Adjournment: 6:55 due to lack of quorum for Annual Meeting

- Motion: Rowena
- Seconded: Sharon
- All in Favor

Regular Board/Organizational Meeting

1. Call meeting to order: 6:57pm

2. Adopt 2017 Annual Meeting Minutes:

- Motion: Sharon
- Seconded: Erika
- All in Favor

3. Treasurers Report: Sharon/Rowena

- Operating funds are on tract
- There was a price increase for pond maintenance company (Aquatic Systems). This increase was not discussed prior to last years Budget Meeting. Management contacted the company and they set their price back to the original. Price will increase in 2019.
- Sentry Management paid invoices that were not Board approved, costing the Association (\$1,600). Rowena contacted the President of Sentry and they agreed to reimburse the Association \$750.

- Motion to accept the May financials: Sharon
- Seconded: Erika
- All in favor

4. Management Report:

- Delinquency: 49 accounts (27 over \$100; 22 under \$100; only 2 of the 27 are over 90 days)
- Intent to Lien will be the next step, in collection process
- Member: If a home sells, are the HOA fees addressed? Management: Yes, Estoppels are providing showing balances and violations
- Violation/Fining process:
 - First Notice of Violation is mailed...resident is given an allotted amount of time to cure.
 - Second notice, Notice of Hearing, is sent if the resident has not complied and/or communicated with Management or Compliance Committee. Also called a 14 Day Notice.
 - Hearing: Residents have the chance to speak at the hearings, the Compliance Committee will vote to either impose a fine or negotiate a plan of action, with the resident.
 - If the Compliance Committee votes to impose the fine(s) (up to \$100 per day), there will a single fine imposed; the owner then has 5 business days to rectify the matter.
 - If the violation continues after the 5 business days, there will be additional fines added until the fines amount to \$1,000 (FL Statutes).
 - Once fines reach \$1,000, the Board will vote to give the account to the Association Attorney, for legal action.

5. Old Business: N/A

6. New Business:

A. Entrance/Exit Cameras:

- 2 Bids received
 - 2 plate cameras
 - 2 dome cameras
- ATS Services: \$4,794
- TAPS (Pablo Bay used this company): \$5,735
 - Submitted photos of Pablo Bay footage
- Member: Find out who Glen Kernan uses
- Member: Who will have access? Board/Management
- The Association will have to budget a monthly internet cost
- Member: what does the Board plan to accomplish with these cameras?
 - It's a proposed deterrent for criminals entering the community
 - It will assist JSO with police matters
 - There is no guarantee that cameras will stop crime from happening
- Member: Such camera footage will not hold up anywhere with police or the courts...It will not prove anything. Management: JSO uses such footage all of the time. They are able to narrow down suspects based on time/date of occurrence. It may not help in every case...but will help in some.
- Member: This will cause harassment issues, for innocent people.

- Member: The Board is attempting to act and come up with solutions to the recent break-in in the community. The Board and Management are doing their due diligence. Does anyone else have any ideas?
- Board tabled the item due to negative response from many members present.

B. Fall Garage Sale: October

- Will wait to see what date the surrounding communities choose, before setting date.

C. Rule adoption:

- If a homeowner does not go through the proper channels, when making exterior changes to their home/property, a \$100 fine will be imposed after a Hearing before the Compliance Committee. This will be voted on, once the Rules and Regulations are rewritten. Rules and Regulations may be changed/updated by the Board of Directors; the Declaration, Bylaws, and Articles of Incorporation need a member approval.

7. Organization of the Board:

- Quorum was not met for Election of new Board members. Current Board will continue to serve the community.
- Rowena Nagales: President, Sharon Ervin: Treasurer; Erika Williams: Secretary
 - Motion: Rowena
 - Seconded: Sharon
 - All in Favor

8. Open Forum:

- Member: Are homeowners allowed to speak to vendors (landscapers)?
Management: Yes, but its always best to submit comments to Management, to relay to the vendors.
- Member: What can the Association do about speeders? Management: To lower the speed limit (no lower than 25 mph) and/or add speed humps (\$2500 per speed hump), we must get a 75% vote of those members affected. We can hire a JSO officer for a period of time...will get cost.

9. Adjournment: 7:56pm

- Motion: Rowena
- Seconded: Sharon
- All in Favor

