

HIKORY KNOLLS ESTATES HOMEOWNERS ASSOCIATION, INC.

c/o The CAM Team  
1008-120 Park Avenue  
Orange Park, FL 32073  
(904)278-2338

MEETING MINUTES

September 6, 2017

The meeting was called to order at 6:03pm and board members in attendance were Gale Kopfenstein, Laura Monette and Amy Hutcherson.

K.C. Yarbrough was in attendance for The CAM Team. Laure Monette made a motion to approve the minutes and Gale Kopfenstein seconded the motion. None opposed so the motion carried.

The floor was opened up to residents and Richard Berry requested that the website be updated and that the board ask for a refund of the money for the last 2 years of it not being updated. The previous CAM had told them that we would handle the website updating, so K.C. will get the login information and start making sure the website stays up to date. Mr. Berry also requested a "No Soliciting" Sign be purchased and placed on the south side of the entrance and a "Deed Restricted" sign be placed at the entrance as well.

He asked if swings could be purchased for the play set area, and Laura told him that the swings were purchased but the chain wasn't long enough and we need to purchase more chain. He also asked about the light at the entrance that was opened for about 2 months. I wasn't made aware of the light, but will contact Almsgiving anytime there are light issues

Several other homeowners made the following requests:

1. Send a letter to every homeowner reminding them of the C&R's and that they are living in a deed restricted community
2. Scheduled a community garage sale?
3. Pressure wash the curbs
4. Add a PDF to the website of the layout of the community
5. Have the association replace the mailboxes. Laura told everyone that they had looked into that in prior years, and found out that it could not be done because each mailbox was on private property and was the responsibility of the homeowner.

At the conclusion of the Resident's Forum, a homeowner requested that Richard Berry and Dan Peters run for a board position. Since there were 5 positions available, the board could appoint someone to a position. Dan Peters volunteered and Gale made a motion to appoint him as a member, Laura Monette seconded the motion and none opposed so the motion carried. Dan then joined the rest of the members of the board to continue the meeting.

K.C. Yarbrough went over the current financial report. The community has total operating funds of \$69,220.60 and are under budget for the year by \$5,146.19.

The collection tracker was presented and a Final Demand letter before sending the account to legal will be sent to anyone with a balance who is not on a payment plan and current on that plan. No vote was necessary because no legal actions were presented.

The violation report was presented to the board. The Stage 0 violations are ones that have been sent several Stage 3 letters and still fail to comply. K.C. recommended sending those to the attorney for compliance, however the board did not want to spend the money for legal action at this time.

There was no Old Business up for discussion.

Under New Business, the 2018 Budget was presented to the board. K.C. recommended that since 2 new board members were appointed that evening, that they schedule a meeting in early November to approve the budget. This will give the new members time to look through everything and get more acquainted with the financials, and K.C. will send the budget worksheet and financials to the 2 new members.

The fence proposals from Silverman, Ron Coffman and Affordable Fence were presented to the board for repairs and pressure washing. Dan asked if there was a manufacturer's warranty on the panels. The board decided to table the proposals until they could find out about any warranty on the fence before paying for repairs.

Laura asked if the community would like to participate in the National Night Out on October 10<sup>th</sup>. The board discuss the logistics and decided to not participate this year because they felt there was not enough time to prepare.

The board also discussed having a Halloween event. They will plan for the weekend prior and will contact the homeowner at the corner of Hickory Knolls Drive and Majestic Oaks Lane to see if they could use his driveway for the event.

The next meeting will be held on November 1<sup>st</sup> or 8<sup>th</sup> depending on the availability of the Library. K.C. will call to find out if it is available and email the board members to confirm. The budget will be discussed and approved at that meeting.

With no further business to discuss, Gale made a motion to adjourn the meeting and Amy seconded the motion. None opposed, so the meeting was adjourned at 7:28pm.