

**Hickory Knolls Estates Owners Association, Inc.**  
**January 31, 2018 6:00 P.M.**  
**3340 US 17, Green Cove Springs, FL**

**Meeting Minutes**

**Present:** Gale Klofenstein, Laura Monette, Chelsey Conley, Amy Hutcherson and Dan Peters

**Management:** K.C. Yarbrough representing the CAM Team

**Call to Order:** Laura Monette called the meeting to order at 6 p.m., and a quorum of the board was established.

**Approval of Minutes:** Chelsea reviewed the minutes with the board and homeowners present. Laura made a motion to approve the minutes from the November meeting, Amy seconded the motion and none opposed and the motion carried.

**Manager's Report:**

**Current Financial Report:**

Popular Operating Account	\$ 37,673.86
Popular Reserve	<u>\$ 22,996.82</u>
Total Operating	\$ 60,670.68

The outstanding assessments from 2017 are 4.5%, so 96.5% of association assessments were collected. The management company will continue trying to collect any outstanding balances. \$600 has been paid by the homeowners for the tree removal at the entrance that fell during Hurricane Irma.

**Collection Report:** K.C. presented the collection tracker to the board of directors. The documents state that a homeowner cannot be sent to an attorney for collections until the account balance is greater than \$900. Final demand letters will be sent to 3 homeowners on the tracker. Two homeowners paid in full and will be removed from the tracker. K.C. will ask attorney if any legal fees added taking the account to an over \$900 balance will meet the documents requirements to send to collections.

**Compliance Report:** K.C. reviewed the stages with the board. Discussed the cost to the association to send someone to the attorney for violations. Dan made a motion to have the attorney send a letter to two homeowners at Stage 0 concerning a trailer and trash. Chelsea seconded the motion and none opposed so the motion carried.

**Old Business:**

- Tree removal behind 2936 Majestic Oaks – quote from OP Tree is \$1400. Property belongs to Clay Co. Development. The association is going to hire an attorney to have the property deeded to the association so the tree can then be removed. Laura made a motion to remove the tree after the property is deeded to the association. Dan seconded the motion and none opposed so the motion carried.

**New Business:**

- Hire attorney to have the property deeded over to the association. Crabtree Law will do the work for \$500 to \$600. The board discussed and Laura made a motion to hire the attorney, but not spend over \$600. Amy seconded the motion. None were opposed and the motion carried.

- Chain Link Fence quote for the pond was \$2885.50. The board discussed installing the fence on property not owned by the association. They also discussed the homeowners not wanting a chain link fence put up. The board tabled the fence to a later date
- The board wants Ron to quote removing the fence along the pond that is coming down and the panels that were put back there to possibly use for repairs.
- The board discussed putting a gate back up across the pedestrian easement.
- The board discussed the playground area. The tables were broken. Dan made a motion that he would remove the broken pieces and haul to the dump and have Laura take the one she paid for to her home, and let the swings stay until they are destroyed and then get rid of it. Gale seconded the motion and no one opposed so the motion carried.
- Board would like an estimate on replacing the covers. They want it broken down to the service call charge and price per cover and email to board.
- Trees leaning over fencing and road in conservation area and need to be removed. Get a quote from Johnny's Pro Cuts and email to board.
- K.C. mentioned the Neighborhood Walk that was done in another neighborhood, and had the contact information if the board was interested having one.

**Resident's Forum:** A homeowner reported that the covers are off on the light poles numbered 15 and 10.

**Adjourn:** Laura made a motion to adjourn and Amy seconded the motion. None opposed and the meeting adjourned at 7:04pm.