

**ARBOR COURT PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MINUTES
THURSDAY, May 17, 2018, AT 10:30 A.M.**

I. Call to Order:

President Robert Cox called the meeting to order at 10:30 A.M. The meeting was held at the MCA Office. A quorum was established.

Board Members Present: Robert Cox, President; Ellen Sikora, Vice President; Sally Stipp, Secretary; and Dan Wilson, Treasurer. Also, present Amy Martin, CAM and several members of the Association; Leonard Lockwood, Ray Perkins, Barry Swartz, Cheryl Cox, and George Teribery.

II. Minutes:

The Minutes of the Board meeting on April 19, 2018, was read by Sally Stipp.

A motion was made by Dan Wilson to approve the Board of Directors meeting minutes from April 19, 2018, and seconded by Robert Cox. All were in favor. Motion passed.

III. Treasures Report: Dan Wilson

April's expenses were less than they were in March.

A motion was made by Robert Cox to accept the Treasure's report and seconded by Sally Stipp. All were in favor. Motion Passed.

IV. Committee Reports:

DAB: Dan Wilson

There are three (3) DAB requests submitted:

- Two (2) were to install a solar tube
- One (1) was for replacing windows

The three (3) requests for tree requests are on private property; these will be discussed under old business.

Landscaping: Ellen Sikora

Waterside isn't following their contract.

Ellen and Robert met with Bruce and Kevin from Waterside approx. six (6) weeks ago and they are still negligent in fulfilling contract specs and submitting weekly work forms.

Amy is going provide a list of at least three (3) landscaping contractors.

Welcoming: Sally Stipp

There are two (2) homeowners that moved in last month. They have both received their welcome packets.

The two (2) homeowners that moved in this month; one (1) has received their welcome packet and one (1) has not and will be completed once the homeowner returns.

Block Captains: Sally Stipp

This coming week the block captains will be placing the flags throughout the Community a couple days before Memorial Day.

Social/Communication: Cheryl Cox

If there is anything that you would like to be placed in the news and views please contact Cheryl Cox; the following was discussed being in the news and views:

- Maureen Wilson wants to start a dog walking group were other people can walk your dog if you can't.
- A thank you to everyone who has walked the Community, picking up trash.

Manager's Report: Amy Martin

Amy reviewed the Homeowners that are missing their Termite Policy and Homeowne's Insurance with the Board. There are a total of seven (7) homeowners that have nothing on file for both homeowners Insurance and Termite Policy; Three (3) purchased their homes in 2018.

Amy also reviewed the violations with the Board that need a second notice and the violations she just found on May 15, 2018. The Board is going to review them and let Amy know what step to take next.

V. Old Business:

The owner at 5965 W Croyden Cir asked the Board to reimburse him for the tree and stump grinding that he had to do to the tree that was in front of his unit; the total cost was \$340. Dan Wilson the chairman of the DAB decided that the owner was not going to get reimbursed.

The tree branches that are hanging over the roof at 1701 N Envoy Drive are from a tree that is on the owner's property; so the owner will be notified that it is their responsibility to have trimmed.

VI. New Business:

Motion was made by Dan Wilson to amend the motion that he made at the April meeting (Motion was made by Robert Cox that any DAB request form that comes in for tree removal or trim will be looked at by an Arborist that the Board hires to look at the tree. Once the Board receives a written report of the tree then the DAB will be decided how to handle the request and seconded by Dan Wilson. Ellen Sikora abstained until per further clarification. Sally Stipp voted, yes, with continuance discussion on facts verification. All were in favor. Motion Passed). The amendment is to include the new tree policy follow and seconded by Robert Cox. All were in favor. Motion Passed.

Tree Policy: Written Robert Cox and Dan Wilson

All requests for tree removal or trimming will be directed to the Board of Directors with a DAB form. The Board will determine if the tree is on POA property or not. If the tree is on the homeowner's property, it will be the responsibility and at the cost of the homeowner to determine, by a certified arborist, if the tree is unhealthy or poses a risk to homeowner's property. The recommendation by the arborist will be the responsibility of the homeowner.

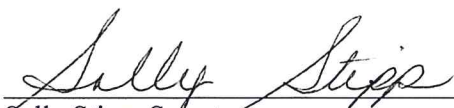
If the tree is on POA common property, a certified arborist will be contracted to determine if the tree should be removed or trimmed. The decision of the arborist will determine the action by the Board.

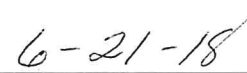
VII. Adjournment:

A motion was made by Robert Cox to adjourn the meeting at 11:55 A.M. seconded by, Sally Stipp. All in favor. Motion passed.

All calls will continue to go through Amy Martin, 352-746-6770

Submitted By: Amy Martin, CAM


Sally Stipp, Secretary


Date