

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
LAKE OF THE WOODS OF JACARANDA HOMEOWNERS ASSOCIATION, INC.
TUESDAY, OCTOBER 1, 2013
3:00 P. M.**

Present: Bruce Callahan, President, Troy Grieco, Treasurer, Thomas Gaines, Secretary, Helmine Junger, Director, Jim Kraut for Management and owners in the audience.

The meeting was called to order by the President, Bruce Callahan, at 3:00 P. M. at the Lakes of Jacaranda Clubhouse. Roll was called and a quorum was established. Proof of Notice of Meeting was announced, with Notice and Agenda posted at least forty-eight hours in advance. All motions passed at this meeting were unanimously approved by all Directors present, unless otherwise noted.

Approval of the Minutes of the last Board meeting: MOTION was made by Troy Grieco and seconded by Tom Gaines to approve the minutes of the Board meeting of September 3, 2013, as presented.

MOTION PASSED.

REPORTS OF OFFICERS

A. President- Bruce Callahan.

1. Vacant Board Position: Two owners have submitted their names for consideration to fill the one vacant seat on the Board. The Board will meet with the two candidates on October 29, at 3:30 P. M. for interviews. An agenda for the meeting will be posted on the bulletin board and the website.
2. 2014 Budget Work Session: The budget meeting will be held on October 22, at 1:30 P. M. at the offices of Keys-Caldwell, Inc.
3. Announcements: An owner has submitted a written report of a slip and fall incident. The report will be forwarded to the Association's insurance company. It was suggested that an "Incident Report Form" be created for items such as this.

B. Vice President: No report.

C. Treasurer-Troy Grieco.

1. Financials: Finances are in good order.
2. Delinquencies: The current Aging report was reviewed and is attached and made a part of these original minutes.
3. Rentals: A three month rental was approved for Lot J481.

D. Secretary – Tom Gaines:

1. Annual Meeting Preparation: The Secretary will meet with representatives from Keys-Caldwell in about two weeks.
2. Newsletter Report: The last two Travel Club notices need to be redone so that only Association telephone contact numbers will be listed.

E. Director: Helmine Junger:

1. Volunteer Luncheon: There were 189 invitations sent out; there have been 43 confirmed attendees so far. Report attached

F. Keys-Caldwell Management Company Report:

Property Manager - Jim Kraut

1. Covenant Violations: Management reviewed and distributed the latest violation chart. There were 231 letters sent for roof cleaning, sidewalk and driveway cleaning and various other items.
2. Misc. Items: Letters were sent to the Smart Shopper and a lawn care company,

requesting that they immediately stop blanket solicitation within the Association. The Board received a "Thank you" letter from the owners of 840 Dahoon Circle.

SUB-ASSOCIATIONS

- A. Park Estates: No report.
- B. LOJ: No report.
- C. Grassy Oaks II: No report.
- D. Grassy Oaks III: No report.

STANDING COMMITTEE REPORTS:

- A. Architectural Review: Tom Gaines reported that there were three routine applications and all were approved.
- B. Lakes and Wetlands – Art Bradley: A one-time bid of \$250.00 was submitted for clearing the access trail to the weir. Troy Grieco will contact Artistree about submitting a bid to cut the weir on a regular basis. An owner submitted a request to have the Board clear the Mesic Hammock area behind his house.
- C. Disaster Preparedness: No report.
- D. Directory Update – Judie Gollwitzer: The new directory has been completed and a sample has been sent to the printer. The directories will be handed out at the clubhouse when they are completed. The date(s) for owners to pick up and sign for the directories will be posted in the newsletter.
- E. Security Patrol - Bill Johnson: No report.
- F. Webmaster – Bob Valenziano: The September report is attached and made a part of these original minutes.

SPECIAL COMMITTEES REPORTS:

- A. Landscaping – Liz Sharp: No report.
- B. Lecture Series: Bill Goetz from the Historical Commission of Sarasota will be the next speaker. Report attached.
- C. Social Update: Pat Ritner reported that there are 14 Committee members working on the Holiday Dinner Dance and that 11 of the 10 top tables have already been filled.
- D. Writers Group: No report. Please remove from agenda.

UNFINISHED BUSINESS.

- A. Road Rejuvenation Project: Bruce Callahan reported that a copy of the schedule and rejuvenation process was distributed to all owners immediately affected by the work. The President will sign the Schedule Confirmation form and Management will scan the signed form to the contractor. The Sheriff's Department has been notified and will not ticket cars parked overnight on Lake of the Woods Drive unless they are blocking driveways, mailboxes or are parked facing the wrong direction. Waste Management will not pick up garbage in these areas until the following Friday.
- B. Satisfaction of Judgment: The owner of Lot # W137 reported that the Association's attorney had not recorded the satisfaction of judgment against Lot # W137 for two years even though the case was closed. The President apologized on behalf of the Board and the Association and will call the attorney in the morning.

NEW BUSINESS:

- A. Correspondence: The owners of Lot # 492 presented a letter and photographs to the Board concerning their neighbors plant overgrowth. The President and Management will inspect the referenced properties tomorrow.
- B. Owner's Comments: 1). Why is the directory not on the website? 2). Artistree needs to pick up fallen branches. 3). Sidewalks and walkways need to be edged. 4). The Board needs a proposal from Artistree for palm tree trimming and mulching. The mulching bid

should include rubber mulch. 5). Artistree need to spray for weeds and hand weed more often.

MOTION was made by Tom Gaines and seconded by Troy Grieco that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 4:15 P. M. The next meetings will be the Budget meeting on October 22, the Board vacancy interview meeting on October 29 and the regular Board of Directors meeting on November 5, 2013, at 3:00 P. M. at the Lakes of Lakes of Jacaranda Clubhouse.

Respectfully submitted,

James S. Kraut
For the Secretary