



**Homeowners Association Meeting Minutes  
Tuesday, September 9, 2014  
Pool Area at 7:00 PM**

**Attending:** Jerry Walters, Sonny Hinchee, Gabe Farra, Pete Migone, Dana Carpenter, Don Fadel, BJ Viers, Deb Hinchee,

**Absent:** Janet Allen

**Call to Order**

- Jerry called the meeting to order.

**Approval of Minutes for August Board Meeting**

- Approved

**ARC Letters/Process**

- Dana provided a draft of the ARC Violation Notification Process recommendation. The recommendation was a result of a meeting of the ARC representatives. The Board Members discussed the recommendation, the new proposed ARC spreadsheet, and the first and second violation letters. Note: The new ARC spreadsheet will only be available to the ARC reps for updates. Read only access can be provided to any Board Member, at their request. Several changes to the process and letters were discussed.
- We discussed adding a “Policies” tab to the Selva Lakes website. We can place our policies under this tab, such as the Financial policy, Pool policy, etc.
- **Action Items:**
  - Dana will make revisions to the ARC Violation Notification Process, the 30 day violation notification letter, and the 10 day violation notification letter. These will be revised prior to the October meeting.
  - BJ will add a Policy tab to the website within the next two weeks. He will also add the Pool policy, as stated on the wall at the pool.
  - Gabe will send BJ the Financials policy for posting under the new tab.

**Pool Parking Only Signage – Progress**

- **Decision:** The Board Members voted to approve the personalized signage provided by Don. Board Members also approved using the same towing company used by Al's Pizza.
- **Action Items:**
  - Don will notify the towing company and order the Selva Lakes personalized signs.
  - Jerry will draft an article notifying residents of the pool towing policy. This will be included in the next newsletter

## Update from Lakes Committee

- Janet provided Jerry with an update on the lake issue. The committee discussed the situation with Matt Miller, who works for the Army Corp. of Engineers. (Matt is the son of resident Marge Miller). Matt said they work closely with St. Johns River Water Management and he will discuss this with people he works with to find someone who could look for solutions. Matt stated it would take a few days for him to get back to the committee.

## Report on Completion of Action Items from Last Month

- Deb reviewed the open items on the Action Item Log and requested updates. She will be update the document and send to all Board Members.

## Financial Report

- Gabe passed out copies of the Dues Outstanding report. One homeowner with a large amount owed was discussed.
  - **Action Item:** Janet will pursue this with our new attorney.
- Gabe passed out copies of the Financial Reports to the Board members present at the meeting.

## Pool and Landscaping

- Sonny pointed out the pool ladder which was broken and stated he's in the process of having it repaired. In the meantime, caution tape is attached to the ladder.
- Sonny stated there was a leak in the common wall between the ladies and men's restrooms. The leak has been repaired and the wall patching is in progress.

## New Business

- Board Member election for 2015 and the current Board Members intentions.
  - **Action Item:** Jerry will send an email to all current Board Members next week and ask their intentions. He will include the date he needs a response.
  - Any additional residents wanting to run for election to the Board need to notify Jerry no later than Sept. 30.
- Preparation for the Annual Meeting is in progress. The date of the Annual Meeting is Nov. 13.
- Ballots, etc. were discussed by Jerry. He was looking for volunteers to assist. Deb volunteered. If anyone else is interested in helping, please notify Jerry.
- Pool keys were discussed.
  - **Action Item:** Jerry will add this topic to the October meeting agenda.

## Old Business

- C & R Revitalization Update
  - Janet provided the following update to Jerry:
    - Jeb Branham. Attorney sent a draft of the materials we will use to preserve Selva Lakes' covenants for an additional 30 years. However, he needs to fill in the blanks of the document. For example, the book and page numbers for where the original declaration was recorded, as well as the first amendment. He will resend the document and the first page will go out with the documents for the announcement for the annual meeting. We should have this from Jeb in a week.

**Date/Time September Meeting**

- Tuesday, October 14 – 7:00 p.m. - Pool area

**Adjourn**