

**BOARD MEETING OF THE
WATERFORD LAKES TRACT N-25A NEIGHBORHOOD ASSOCIATION, INC.
(CYPRESS ISLES)
MINUTES**

Location: WLCA Community Center, 453 Mark Twain Blvd., Orlando, FL

March 17, 2020 6:30 p.m.

Notice:
**These Draft Minutes are not official until approved by a majority vote of the
Directors at an official meeting.**

DIRECTORS PRESENT

Harold Engold, President

Bob Conner, Vice-president

Dennis Horazak, Secretary

Treasurer Myron Davis was absent with notice.

Director at Large Cookie Symons was absent with notice

Also present were Kiera Francois, Associa Community Management Professionals; and Sandy Horazak, Neighborhood Watch Coordinator and Newsletter Editor.

MEETING SUMMARY

- Call to Order—President Harold Engold called the meeting to order at 6:30 p.m.
 - Proof of Notice—Notice of the meeting was posted in the community as required by Florida Statutes and the Association’s governing documents.
 - Certification of Quorum— Three of five directors were present, forming a quorum to conduct business.
 - Agenda – Dennis Horazak motioned to add a ratification vote to the agenda. The motion was seconded and the amended agenda was adopted 3:0.
1. **Approval of Previous Meeting Minutes**— Bob Conner motioned to approve the January 21, 2020 minutes. The motion was seconded and the minutes were approved 3:0.
 2. **Architectural Review Applications**— Harold Engold presented the ARC report, including an application to remove a diseased tree from 505 Spring island Way. The application was approved and forwarded to the WLCA ARC.
 3. **Covenant Violations/Inspections**— Manager Kiera Francois reviewed the violation list with the Board. Appropriate letters will be sent and legal action will be pursued. Kiera inspected the neighborhood with Dennis Horazak on February 24th and plans to conduct inspections with Harold Engold on March 26th.
 4. **Grounds Maintenance** – Harold Engold reported that the rear entrance wall on the southeast side of Spring Island Way was completed on February 21st. The board discussed the possibility of adding one or two more large stones in front of the wall to increase wall protection.

Dennis Horazak motioned to approve \$275 for Dependable Property Care to pressure wash the sidewalks and storm drain covers at both entrances. This is a ratification of an email vote at the end of February with Directors Conner, Davis, and Symons voting for and Engold and Horazak voting against. The ratification motion was seconded and approved 3:0.

5. **COPS Committee** – Harold Engold reported that there were no patrols since January but there was a quarterly meeting in February. All volunteer patrols have been suspended until further notice in order to prevent coronavirus contagion.
6. **Neighborhood Watch** – Sandy Horazak reported no criminal or suspicious activity since the last meeting.
7. **Newsletter and Website** — Sandy Horazak reported that the copy deadline for the next newsletter is May 1, 2020.
8. **New Owner Welcome** – Sandy Horazak reported that Pattie Molina has delivered a welcome basket to the new owners of 537 Divine Circle.
9. **Management Report**— Manager Kiera Francois reported that the financial position of the Association is sound. The balance owed by former owner Account 105-1443 and transferred to new owner Account 152-1122 has been paid and will be credited. Kiera noted that the erroneous \$75.00 charge in May 2019 for “Accounting Fees / Tax Prep” has been reversed and is expected to be credited to Cypress Isles soon.

The owners of Account 132-0174 have installed plants in their plant bed as promised.

10. The **next board meeting** is scheduled for May 19, 2020 immediately following the 7 PM annual meeting. However, board members will confer with Kiera around April 17th to determine whether those meetings will be postponed because of the coronavirus concerns. Dennis Horazak will update annual meeting materials and send them to Kiera Francois for eventual mailing to homeowners.
11. **Adjournment** — Dennis Horazak moved to adjourn, there were no objections and the meeting was adjourned at 6:50 p.m.

Meeting minutes prepared by Dennis Horazak, Secretary

Minutes approved by the Board of Directors at its meeting on _____.

 President