

**WATERFORD LAKES TRACT N-25A NEIGHBORHOOD ASSOCIATION, INC.
(CYPRESS ISLES)**

Board of Directors Meeting

MINUTES

Location: Connect Realty, 11555 Lake Underhill Road

November 16, 2010

1. **Call to Order** – The meeting was called to order at 6:31 P.M.
2. **Certify Quorum** – The board members present were John Tenney, Frank Gallagher, Dennis Horazak, Harold Engold, Kim Gallagher, Cookie Symons and Myron Davis. No board members were absent. Also present were Neighborhood Watch Coordinator Sandy Horazak, Manager Bob Borg and Suzan Kearns from CMP.
3. **Proof of Notice:** Proof of notice was given.
4. **Adoption of Agenda:** Cookie Symons motioned to accept agenda, Harold Engold seconded and the motion carried.
5. **Approval of Minutes:** Harold Engold motioned to approve the minutes and Cookie Symons seconded. John Tenney made a motion to amend Unfinished Business point A so that the last sentence is “It was also mentioned that both WLCA and Cypress Isles covenant documents are not definitive on this matter.” Harold seconded and the motion carried 5 to 2, with Dennis Horazak and Kim Gallagher opposed. The motion to approve the amended minutes was then approved unanimously.
6. **Reports of the Officers:**
 - A. Treasurer’s Report – Myron Davis reviewed the income statement and balance sheet. The statuses of several properties were reviewed.
 - B. From last meeting 825 Spring Island Way – the \$96 surplus is from previous owner and the new owner is \$214 late. Myron will contact the owners about the account status. The board decided not to act until more information is obtained.
 - C. From last meeting 939 Spring Island Way – Board decided to send to attorney for monitoring. Noting that new Florida Statutes permit collection from renters, Cookie Symons motioned to proceed with rent garnishment at 939 unless WLCA is already pursuing garnishment. John Tenney seconded and the motion passed unanimously. Frank Gallagher will check with WLCA to see if their attorney has already started the process. CMP will get a copy of the letter that the lawyers send to renter and homeowner. Bob Borg presented a list of possible renters indicating which were delinquent for the Board’s review.
7. **Reports of Committees:**
 - A. Architectural Review Committee: Harold reported no Architectural Review Applications were submitted in the last two months. Cookie Symons conducted a ride-through inspection in October, and the Manager did one in November. The board reaffirmed that at least one ARC member should accompany the manager on future inspections.
 - B. Grounds Maintenance Committee: Frank Gallagher cleaned the front entrance signs and cleaned and unclogged the grates. It was noted that the front entrance lights are partially out and the back entrance lights are totally out. Entrance landscaping was discussed with the suspicion that deficient soil was the cause of flowers constantly dying at front entrance sign. It was suggested that a soil sample be taken to a nursery for testing. Dennis mentioned that WLCA distributes copies of a monthly “PACS” report advising neighborhoods about the conditions of common areas and entrances. Dennis will forward copies of the PACS report to our landscaper, the Grounds Maintenance Committee, and the Manager.

- C. COPS Committee: Harold Engold reported five hours of patrolling in September and October, covering 47 miles. Patrols also checked both schools and the shopping plaza at Lake Underhill and Alafaya Trail, and will also include the Town Center during the holidays. .
- D. Neighborhood Watch: Sandy Horazak reported no suspicious activity since the September meeting. John Tenney mentioned hearing loud arguments and dogs barking through the night, which should be reported to police.
- E. Newsletter: Sandy Horazak thanked the Symons' and the Engolds for delivering the November newsletter, and reported that 2-1-2011 is the deadline for the next newsletter. Sandy also reported \$200 in advertising revenue from our landscaper.

8. Report of the Association Manager: The manager's report was accepted as is.

9. Unfinished Business:

- A. Spouses serving on the board at the same time was discussed and determined to be appropriate.
- B. Landscape bids were discussed and it was decided to stay with current landscaper.

10. New Business:

- A. Holiday wreaths are stored at Dennis Horazak's home and will be installed on the Saturday after Thanksgiving. Dennis will check the lights in the wreath and email invitations to the board for the installation
- B. Judges for this year's Holiday Lighting Contest will be Cookie Symons, Harold Engold, John Tenney, and Kim Gallagher. Judging will be on Sunday December 12 at 7:00 p.m.
- C. End of year write-offs will be discussed at January's Board Meeting, as will the possible use of any operating surplus to offset 2012 homeowner fees.
- D. The board discussed alternate meeting locations and Dennis will check with Discovery Middle School to find out costs and availability.

11. The next board meeting will be January 18th, 2011.

12. Adjournment: John Tenney moved for adjournment, Harold Engold seconded the motion, and the meeting was adjourned at 8:00 P.M.

Submitted by: _____

Approved by: _____