

# WOODLANDS VILLAS AT RIVENDELL ASSOCIATION INC.

A Corporation Not-for-Profit

## MINUTES OF THE BOARD OF DIRECTORS MEETING

**August 28, 2023**

*THE BOARD OF DIRECTORS MEETING* was held at Lighthouse Property Management, 16 Church Street, Osprey, FL 34229.

The meeting was called to order at 5:02 P.M.

Board members John Barron, Ron Grinnell and Alex Elshimy were present.

Tricia Goldstein represented Lighthouse Property Management.

Notice of the Meeting was posted on the property prior to the meeting, in accordance with the requirements of the Association Documents and Florida Statutes.

John Barron made a motion to approve the meeting minutes from the Board Meeting on April 20, 2023, with correction of contingency fees information to \$1250/year for 5 years. Alex Elshimy seconded the motion with spelling corrections. All in favor, motion passed.

### NEW BUSINESS

2023 Financials – Received financials for July 2023. Real Manage seems to be getting better at getting them out on time.

Need to check if the money paid out of Woodlands account in error for Rivendell was refunded. Tricia Goldstein Confirmed that it was in fact refunded to Woodlands by Rivendell.

The Brightview contract needs to be reviewed with respect to renewal provisions.

The Board wants to see all invoices before they are paid.

Review of Budget – in preparation for the 2024 budget, the association needs to revisit the management fee and request a reduction. John Barron made a motion to formally request a reduction of fees. Motion was seconded by Alex Elshimy. All in favor, motion passed. Also need to look at the storage fees and number of boxes being stored to see if that can be reduced. Currently paying for 20 boxes in storage every month.

Summary of Accounts Past Due – Six homes are delinquent. There is \$4,040 owed to the association for assessments.

Late Penalty Policy – John Barron made a motion to waive the late fees and finance charges for July 2023. The motion was seconded by Alex Elshimy and all in favor. Motion passed. Tricia Goldstein will remove all late fees and finance charges from the owners for July. Late fees and finance charges will be assessed for all future amounts due,

727 Shadow Bay had a section of their irrigation not working and were never notified by Brightview of this issue and neither was the Board. This may have been due to a missed inspection. Brightview is required to inspect irrigation monthly but has missed two (March and April). BrightView will be requested to refund fees for irrigation inspections not performed.

With respect to issues or concerns raised by owners or the Board, and communicated to Brightview, the general policy should be for BrightView to acknowledge receipt of the inquiry within two business days and, if practicable, and depending on the nature of the issue, perform the work within five business days.

Upon learning of serious irrigation issues (non-working pumps, problems with irrigation system wiring or timers or owners shutting off their systems), in addition to sending emails to owners, certified letters should be sent to the owners advising them that any damage caused to the landscape due to the owner's failure to address the issue will result in the owner being responsible for the costs of repair or replacement of the damaged landscape.

Alex is going to seek proposals from other landscape providers. The Board stated that they should look into separate bids for irrigation only.

The county needs to be contacted for permission to remove the three magnolia stumps. Once permission is received, Tricia Goldstein has a vendor who does them for \$200 each. The 3 magnolia stumps are at 716 Anna Hope, 724 Anna Hope and 725 Crane Prairie.

Greg Volack, has still not received any explanation of how his check was used to make payment and then deposited again causing an overdraft to his account. RealManage applied his Special Assessment payment to Rivendell instead of Woodlands and that needs to be corrected still. He is also waiting for a refund of his overdraft fee. Tricia will contact accounting to make sure his Special Assessment is posted to the correct account. Tricia Goldstein will also discuss the overdraft fee issue with accounting.

There being no further business to come before the Board, upon a motion made and seconded, the meeting adjourned at 7:11 PM.

Presented by:  
Tricia Goldstein, CMCA  
RealManage - Sarasota  
Respectfully Submitted: August 25, 2023