

Pending approval by the RU1NA Board of Directors

Rivendell Unit 1 Neighborhood Association, Inc.
591 Meadow Sweet Circle, Osprey, FL 34229

Minutes of the Board of Directors Meeting
October 21, 2021 7:00 p.m. EST
(Conducted via Teleconference)

Call to Order President	President Marilee Casale called the meeting to order at 7:00 pm
Confirm Quorum	Marilee Casale, John Martin, Carole Myles, Bob Metelko and Kathi Webber were in attendance via teleconference call. Eight (8) homeowners also joined the call.
Proper Notice	A proper Notice and Agenda was sent to all homeowner via email and posted on the neighborhood bulletin board on 9/18/2021 at 2:20 pm.
Adopt Agenda <i>Motion</i>	Upon a motion by John Martin and seconded by Bob Metelko, the Agenda was unanimously approved.
Approve Minutes <i>Motion</i>	Upon a motion by Carole Myles and seconded by Bob Metelko, the minutes of the September 23, 2021 Board meeting was unanimously approved.

Opening Comments

Welcome

President Casale welcomed everyone and thanked our host Bob Metelko for organizing the Board meeting call on Zoom.

Very busy month for irrigation and landscape team particularly Carole Myles. We had pump problem/power outages/various issues. We really appreciate Carole's leadership.

Also, thank you to Chris Smith for being available by phone while traveling to solve many issues for the circle.

Finally, thank you to all our volunteers.

Since the numbers of COVID have significantly reduced, the social committee will begin to plan events for our community.

Reminder of how the meeting flows and when residents may contribute to the discussion.

We will be meeting again in November via Zoom and potentially in person.

Treasurer's Report

Bob Metelko provided highlights of the prior month financials. We are in a strong cash position \$123,900. Total income -\$7 under budget. We only have two accounts that are past due totaling \$1,715.52. Our income \$5 over budget. See attached Treasurer's Financial report for additional details.

Reserve: 175,700k

Committee Reports

Finance and Budget

The Treasurer's Financial Report attached serves as the Committee Report. Currently, the Chair position is vacant for Finance & Budget Committee.

Landscape

Carole Myles presented the Landscape Committee report (see attached).

Highlights:

- Mulch – Truscapes completed the mulch distribution/spreading. In discussion with Truscapes, we are

seeing if there could be more bags. The pine bark did not spread as far as the previous mulch. The money is in the budget to purchase more mulch.

- Irrigation Issues – Pump new filter. Issue with water pressure. The new filter was removed. We also had power outage and needed to reset all the irrigation controllers. Thank you, Chris Smith for creating the new schedule. Chris will be creating labels for all control boxes when he returns.
- Sod – we may need to replace due to irrigation issues and lack of rain. We are trying to determine who is responsible for this replacement.
- Three homes have had front replanted. One house has a diseased Palms cluster. This has been scheduled to be removed. We are waiting on quote.
- Irrigation Valve has been replaced behind one of the homes.
- Looking forward: We are getting estimates for some replanting of Mexican petunias and additional tree replanting – impacts three other homes.

Facilities Management

All lights are working around the circle. Thank you to Ellen Lawlor for stepping up to cover for Dan while he is out of town.

ARC

We have no formal committee. John Martin is the contact with Big Riv.

Two ARC requests to be viewed for consideration of approval by the Big Riv ARC ARC committee. (1 – emergency re-roof & 1 landscape). The forms must be delivered by the 15th of a month for the ARC committee to review. Our Board only has the power to recommend or not recommend approval. The final approval is done by the Big Riv ARC.

Communications

Welcome Committee – Working on mass printing of handbook. The books will be distributed to all homeowners.

General communications – new neighbor to neighbor communication vehicle is available and announcement has been emailed to residents

Contributed article to Wood006Cand Word on our Halloween spirit.

Reminder: The clubhouse is now open for homeowners to reserve. Contact Kathi Webber or Debbie Craddock to reserve.

Old Business

Electronic Communications Consent Form

A consent form has been emailed to all homeowners. Printed copies are available on the Pool Porch. Drop off at 527 Meadow Sweet Circle or scan and email to kathi.travel@gmail.com.

Landscape Contract Bids

Requested quotes from several vendors. One vendor decided not to participate due to number of bushes and push mowing.

One other is interested. (Brightview – they support the Villas today). Carole has interviewed them. They have a different approach to trimming and mowing. They have two different crews for each activity. They are not currently doing any hand mowing. Quote to follow in next few weeks.

Mulch

We are working with Truscapes to obtain more mulch. We recognize the pine bark did not spread as far as our previous mulch types.

New Business

Pool Furniture

Looked at repairing or replacing furniture. Debbie Craddock did all the work to get quotes from several vendors for commercial grade furniture – A&K, Leaders, Lowes and Elegant (Best Furniture).

Strapped furniture is no longer in style. Sling is the popular and is the light blue furniture that

we currently have pool side. Recommend that we stay consistent with light blue color.

Tables and umbrellas are still in good shape. Recommending replacing 16 chairs, 10 Chaise lounges (which is reduction of our current 12 lounges), and adding 4 side tables for chaise lounge users.

Please see spreadsheet for pricing guidelines. A&K - \$5,200. They are manufacturers so it cuts out the 'middleman'.

Warranties – ranged from 1-6 years depending on part of chair – frames/coating 5 years, sling threads – 1 year.

Motion

Carole Myles made motion that we approve A&K not to exceed \$5,500 before 7% sales tax. We are working on tax exempt status. Kathi Webber seconded.

Question: Was quality considered. Yes. They took tour of plant. They are commercial grade so reinforced for frequent use.

What will be done with old furniture? We are considering offering to homeowners and if no one is interested. Debbie has found a charity that will take the furniture

All Board Members voted in favor. Motion passed.

Budget Update

We are anticipating no increase in fees for 2022. We will be voting on the 2022 budget in the next November meeting. We will send a copy of the proposed budget two (2) weeks in advance of the meeting.

Board of Directors Comments

Web Page – We have worked with Gary Mruz to get the Cottages Web Page brought up to date.

Homeowners Comments

1. Thank you to board and all the volunteers.
2. When will new homeowner that purchased Mary Green's home be moving in? Believe that she was moving in as soon as movers can support moving her goods
3. Request to paint the doors of the clubhouse a dark blue to go with our furniture/umbrella
4. If there is any overage in budget, the resident loves the idea of investing in cleaning all driveways
5. Sidewalks fixed by Sarasota County this week.
6. Volunteers to mulch under the hibiscus onside of pool fence. Saturday at 9am.

Next Board Meeting

November 18, 2021, 7 pm via ZOOM

Adjournment

Upon motion by Bob Metelko, seconded by John Martin, it was unanimously resolved to adjourn the meeting at 8:15 p.m. EST.

Kathi Webber, Secretary

Oct 21, 2021

MSC October 2021 Financial Report

Report on September 2021 Financials

NOTE: MOST AMOUNTS WILL BE ROUNDED TO THE NEAREST \$100 or \$10

Cash was up from \$115,100 to \$123,900

Total assets were down from \$288,600 to \$276,000.

The total liabilities were down from \$195,700 to \$276,200.

Income Statement:

Total income for the month \$20,800

Total expenses – operating- \$12,600

Total Income after including Other Expenses, \$7,000

The actual to budget numbers follow:

Our income was \$7 under budget.

The grounds account is the biggest, and it came in under budget by \$5,500.

Building Maintenance was great at \$190 under budget.

The Swimming Pool account ended up \$200 over budget.

The utilities were \$280 under budget with lower electric and water usage and including Internet.

The Administration account was \$1,100 under budget.

Net Income was \$6,800 over budget.

RESERVES:

The Reserve Accounts increased by about \$1,300 over last month to \$175,700.

A/R Aging

Includes two homes with a total owed of \$1,715.52.

MSC OCTOBER 2021 FACILITIES REPORT

I drove around the neighborhood at night and every light was working.

LANDSCAPE COMMITTEE REPORT: OCTOBER 21, 2021

ACTIVITIES SINCE LAST REPORT:

This past month the association dealt with mulch distribution and spreading by TRUSCAPES. There were also irrigation problems necessitating changes being made to the system to improve watering, especially for the new sod, due to lack of rain.

IRRIGATION: Due to the pump's new filter, insufficient water pressure happened in the cottages. The filter was removed which helped to resolve part of the pressure problems. Also, due to power outages, the watering schedule had to be rescheduled and reset. Carole worked diligently with Greg Volack and Wilhelm to find the solutions needed. Greg removed the filter on the water pump, which seems to have improved the pressure in our system. Chris Smith gave exceptional effort to create a new watering schedule for the whole association which is being used for the reset schedule. Controllers for all homes will be reset to a two-day watering schedule.

MULCH: A major project this past month was the successful distribution and spreading of mulch by TRUSCAPES on October 15th. The association has contacted Truscapes regarding some additional mulch for certain areas. This is still in process.

PENDING /UPCOMING ACTIVITIES:

Certain areas are being evaluated for additional sod replacement. There are three homes that will have front re-plantings. We are waiting for Wilhelm's estimate. One house has a diseased Areca palm which needs to be removed. We are waiting for this estimate. Wilhelm is currently resetting all the irrigation control boxes. Soon new scheduling information labels will be placed in the control boxes.

BUDGET CONSIDERATIONS: Addressed in activities report.

RECOMMENDATIONS FOR THE BOARD: None at this time.

Carole Myles/Dorie Bourke/Landscape

MSC Communications Committee Report

Board Update

October 20, 2021

Activities since last report:

Welcome Committee: We are working on the mass printing of the Handbook. Upon completion, the Handbooks will be assembled and distributed to all MSC residents/owners.

Social Committee: With a reduction in the number of Covid cases, our Social Committee will be meeting soon to plan events for The Cottages.

General Communications:

- Delivered community updates and news to owners and residents.
- Informed our residents about our new “Neighbor to Neighbor” communication tool.
- Submitted an article and photos about our clubhouse Halloween decorations to the Woodlands Word for publication in November.

Pending/Upcoming Activities: Community news communications as needed.

Budget Considerations: We will be getting estimates for printing a sufficient number of Cottages Handbooks for all MSC residents/owners.

Recommendations for Board review: None at this time.

Submitted by Jim and Marilyn May

Communications Committee Co-Chairs