

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
February 24, 2022, 7:00 p.m. EST
(Conducted in person and via Teleconference)

Call to Order President

Marilee, President, called the meeting to order at 7:00 pm

Confirm Quorum

Marilee Casale, Jim May and Carole Myles in person. Bob Metelko and Kathi Webber was in attendance via teleconference call. Three (3) homeowners also joined the call. Eight (8) were present.

Proper Notice

A proper Notice and Agenda was sent to all homeowner via email and posted on the neighborhood bulletin board on 2/22/2022 at 5:30 pm.

Adopt Agenda
Motion

Upon a motion by Kathi Webber and seconded by Jim May. The agenda was unanimously approved.

Approve Minutes
Motion

Upon a motion by Carole Myles, seconded by Jim May the minutes of the January 20, 2021. Board meeting was unanimously approved.

Opening Comments

Welcome

If you are here at the clubhouse and you are not vaccinated, we strongly encourage you to wear a mask. Anyone who is vaccinated and wishes to wear a mask, can do so.

Welcome to Jim May. Jim has been in the community for 1 & ½ years. He and his wife, Marilyn, have been serving as our Communications co-chairs.

Special recognition of John Martin who has served our board so diligently over the past four (4) years. Thank you for all your service. John shared some heart felt thoughts on the kind words Marilee shared. John still hopes to help to make our community special.

The Board would like to take a different approach to Board of Directors' access. We are requesting that our volunteer Board members and Committee members be contacted during regular daytime hours (9am-5pm) from Monday-Friday (unless it is an emergency). This change will help to keep community business matters to weekdays. We want our board members and other volunteers to enjoy their weekends too and to be able participate in social events without be bombarded by neighbor questions/comments. Your support and understanding is appreciated.

Welcome everyone and thanks to Bob Metelko for hosting tonight's call; and to Chris Smith for arranging the TV monitor and setting up internet access at the clubhouse so both in-person as well as online members can fully participate.

Treasurer's Report

Income came in over expected. Operating expenses were in line.
Only three (3) home is past due with one in collections.

See report for full details

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:

- Irrigation pump is still broken. Hoping to get it fixed in next week.
- Greentech has been extended for 1 year with no increase in rates & 4k credit to refresh the clubhouse landscaping.
- Leaf blowing has been improved. They are not blowing the leaves into the lawns.
- Tree Trimming bids have been completed. Greentops has been selected. \$18,225 was quote. Steve Grant from Greentops is a county approved arborist. We will be using some reserves in addition to our operating budget.
- *Jim May made motion to move forward with Greentops. Kathi 2nd. All in favor.*
- Another queen palm has the disease and will need to be removed. Other palms will need to be injected.
- The homes that will be refreshed will be selected soon.
- 522-530 Swales behind the houses needs to be addressed prior to the wet period

Motion

Facilities Management

Pool furniture is in and looks great

The pressure washing has been completed.

ARC

We have no formal ARC committee. John Martin is the board liaison for the cottages and Joe Casale is the MSC representative on the committee.

Four request – Everything was approved and homeowners have been notified

FYI...Big Riv has passed a motion to fine people that start work prior to formal approval. Fine \$100.

Communications

Welcome Committee – handbooks are being distributed

Sunday coffee and cocktails by pool was a great success. Pie Day Party Sunday at the clubhouse. RSVP by Friday (tomorrow), Strawberry shortcake, cocktail

Next event: St. Paddy's party on Mar 12

Big Riv Communications – attended. We will have some articles in the next Rivendell newsletter.

Old Business

Cameras at Entrance

One camera facing the entrance is proposed. We have had a car broken into and an instance where people took items. Chris Smith worked with Big Riv to find out what brand they were using on their pool area. He will test an option at \$200 to see if it works. Video will be saved for 1 week and available for police if needed.

Motion

Motion: Carole Myles made motion. Jim May 2nd all were in favor. Spend up to \$200 on camera test

Clubhouse Renovations

Our thanks to Steve Bragg and Joe Casale for installing new faucets – kitchen/bathrooms, door handles and new door locks on both bathrooms. We have added a bench to the lady's bathroom so people can change clothes/set things down. To be installed: new ceiling lights in bathrooms and kitchen. Painting to follow.

New Business

Pool Umbrella Tables

Many of the tables are broken/rusted. They are also damaging our new chairs as the chairs cannot be moved under the old tables. They are not the correct height. Bid four umbrella tables \$1403.22 with delivery by the same maker of our new chairs. Suggestion is to consider replacing all six now. These are commercial grade tables.

Motion

Carole made motion. Jim 2nd. All were in favor to move forward to purchase tables up to \$1500.

Painting Clubhouse

Have received four (4) bids. Some of the companies declined as they did not have the needed equipment to do our entire clubhouse.

Recommendation: Jim Braendel has submitted a bid. He has several crews which are his employees, is completely insured and will supply a foreman on-site for project. Jim went through clubhouse with Marilee and gave his expert advice on how to handle rust stains, deck and railing repairs, ceiling paint, etc.

Scope: Paint trim, doors, walls, ceilings-internal. External – Paint Doors, trim, repair pillars, deck and railings, downspouts and gutters. Forman will be on-sight to oversee project.

Motion

Price Quote: \$18750.

Motion: Kathi Webber made Motion. Jim 2nd. Go with Braendel to doing painting not to exceed \$19,000.

TV for Clubhouse

With Zoom being a standard for our meetings, we do not want to continue taking advantage of Chris bringing his TV back and forth from his home.

Size TBD based on room size, possibly 65-70"

Motion

Motion: Kathi Webber - Spend up to max \$2000 for TV and Wall Mount. 2nd. All in favor.

Board of Directors Comments

We understand that this has had a lot of funds being spent tonight. All of these items are within budget and have been discussed at previous meetings.

Big Riv proxies can still be signed. Several folks are approaching neighbors about importance of their amendments and secure their vote.

Homeowners Comments

1. Compliments on going with Greentops. They did a great job on Rivendell Blvd job that Big Riv did. They did a very professional job. John has videos of how professional they did the work.
2. Social Media – reminder that we have a MSC Facebook page. Woodland News adding the “Cottage Corner” ... we will link to Facebook
3. Lighthouse. Took them forever to be notified from Lighthouse. How can we get the value? Lighthouse hours are limited now to just the drive throughs & the ARC process. They know lighthouse is an issue. It needs to be raised to Big Riv to address.
4. If people will help distribute the handbooks, the Mays would appreciate the help
5. Swales question – Drain behind May’s house. Larry Dobias/Greg Volack – have reviewed. It is work in progress. The Maps are not correct.

Next Board Meeting

March 24, 2022, 7 pm via ZOOM. & in person

Adjournment

Upon motion by Bob Metelko, seconded by Kathi Webber, it was unanimously resolved to adjourn the meeting at 8:20 p.m. EST.

Kathi Webber, Secretary

Feb 24, 2022

MSC February 2022 Financial Report

February 24, 2022

Overall, we ended 2021 in very good financial shape.

INCOME AND EXPENSES:

Our income in January was higher than budgeted, but that's to be expected since quarterly assessments come in making our income for the month exceed our expenses.

Operating expenses were normal for this time of year. The carry-over funds from 2021 will be used on clubhouse repainting and landscaping in order to continue to build our reserves.

RESERVES:

Thanks to the current and previous boards, our reserve accounts are healthy and in very good shape. We continue to build them, month by month, giving us a reassuring stability as a hedge against the future.

A/R Aging:

In January, we only have three properties that have assessments outstanding. One remains in collections status.

Submitted by Jim May, Treasurer

MSC February 2022 Facilities Report

The new pool furniture is onsite and set-up. Thank you volunteers.

Power washing of clubhouse has been completed. The sidewalks and curbs are underway.

February 24, 2022

Landscape Committee Report

We have continued to mow and trim on each visit with an exception with the mowing last three weeks. We have not had any rain and the pump for Irrigation has been broken. Master Association has had problem getting the parts for repairing pump. We hope this will be taken care of by next week. We have signed the contract with GreenTech for another year. They have lived up to our satisfaction, especially with blowing leaves into the street for pickup.

Landscapers have been trimming and removing dead bushes and lots of overgrown plants along with removing plants and trees listed on our “do not plant list”.

The leaves have been picked up every week, but next day they have fallen again. We have not been billed extra for leaf removal due to mowing not required.

Fertilization has taken place and they will need to return to spray some weeds that did not die off. This should happen next week.

Also, moles will be controlled by spraying for grubs, along with Fox Tail palms at Clubhouse needs special injections to control infection making palms very yellow. The latter of the two have been inspected and I have received the estimates.

The bushes have been trimmed back more than usual due to getting bushes ready for the Spring blooms.

PENDING/UPCOMING ACTIVITIES: The bids for our annual tree trimming have been completed. The one company did not respond so Green Topps was selected to do the trimming. It is higher than our budget but due to last year's savings he will use the overage to pay for increase. I have a detailed list on what will be trimmed, or removed. There is another Queen palm with disease that needs to be cut down and treated during the trim.

BUDGET CONSIDERATIONS: We will be over budget for tree trimming but using reserve to pay.

MSC Communications Committee Report

Board Update

February 24, 2022

Activities since last report:

Welcome Committee: The Handbooks are currently being distributed to all owners/residents.

Social Committee: In the past month, our social activities have included: a Pie Day Party to celebrate National Pie Day, Sunday Coffee, Cocktails by the Pool, and our Strawberry Shortcake Party. All events were very successful! We thank those who organized the events as well as those who attended. We are looking forward to our St. Patrick's Day Party on March 12th.

General Communications:

- We attended the Big Riv Communications Committee meeting on January 24th here in the Clubhouse where the topics of discussion were: the Rivendell Directory, The Woodlands Word and Communications plans for the year.
- Two articles about the Cottages Social activities were submitted to the Woodlands Word for publication. One pictured the tree trimming on Rivendell Blvd; the other described Cottages social events that occurred in December and January.
- Periodic community updates and news were emailed to owners and residents.

Pending/Upcoming Activities: Community news communications as needed.
Complete distribution of the Handbook.

Budget Considerations: None at this time.

Recommendations for Board review: None at this time.

Submitted by Jim and Marilyn May
Communications Committee Co-Chairs