

**THE VILLAGES OF RIO PINAR COMMUNITY ASSOCIATION, INC.  
AND THE VILLAGES OF RIO PINAR CLUB ASSOCIATION, LLC  
BOARD OF DIRECTORS MEETING  
MONDAY, JANUARY 24, 2011 – 7:00 P.M.  
COMMUNITY CLUBHOUSE at 2136 TREYMORE DRIVE, ORLANDO, FL 32825  
MEETING MINUTES**

**CALL TO ORDER** - The meeting was called to order at 7:00 p.m. by Tom Dougherty, President. A quorum of the Board was present: Phil Hampton, Vice-President, Ephram Martin, Treasurer; Ray Bilodeau, Secretary; Russ Niewold, Director; Mary Bates, Director and Walt Lee, Director. Marilyn Nieves, LCAM, Managing Agent for Greystone Management, was present.

**PREVIOUS MEETING MINUTES** - Ray motioned to approve the December 6, 2010 Board Meeting Minutes. The motion was seconded and was passed by all Directors present.

**PRESENTATION OF RECOGNITION PLAQUES** – On behalf of the Board and the Community, recognition of their outstanding services and contributions were presented by Tom Dougherty, President, to the following residents:

- Deidre Holmes DuBois - former HOA President, Secretary, Director, Chairperson of many Committees including co-authoring the newsletter, meeting minutes, etc. and for supporting community events and projects.
- Dave Mau - former HOA Director and Chairperson of many Committees including Communications, Security, web site master, newsletter co-author, and for supporting community events and projects.
- Steve and Yvonne Lazaroff – current Chairperson of Security and the ACC - for their support on numerous maintenance projects that resulting in saving the community a considerable amount of expense funds as well as for their tremendous support of community events and projects.

**MANAGEMENT REPORT** - Presented by Marilyn Nieves, Greystone Management  
The following reports were sent via e-mail to all of the Board Directors prior to the meeting:

- Airport Towing Report
- Community Violation Log
- ACC Report
- Platinum Landscaping Report
- Financial Documents

Greystone obtained all requested quotes and communicated with contractors as required.

**FINANCIAL REPORT** – Presented by Ephram Martin, Treasurer

The HOA and Club accounts continue to have a positive variance to budget and a positive cash flow year-to-date. The year-to-date Club's income is \$235,000 and expenses of \$204,000. The year-to-date HOA's income is \$437,000 and expenses of \$317,000. Delinquency rate of overdue accounts continues to hold steady with several long term non payers paying in full. The delinquency rate is currently under10%.

## COMMITTEE REPORTS

### **Architectural Control Committee** – Presented by Yvonne Lazaroff, Chairperson

The ACC submitted a request for the Board consideration in regards to allow the installation of pavers on the driveway's apron. Pictures of aprons having pavers were presented for discussion and review. Mary motioned to allow the installation of pavers on the driveway apron with the same color as the pavers being installed on the driveway itself while the adjacent sidewalk (located between the driveway and the apron) and the storm water curb (the concrete located between the apron and the asphalt road) must remain as concrete. The motion was seconded and passed by all Directors.

The community's document defining the Architectural Guidelines, Standards and Criteria Section IV Site Improvement Standards, subsection D Driveways and Sidewalks will need to be updated accordingly with the revised wording drafted by the ACC and submitted to the Board for approval.

### **Maintenance** - Presented by Phil Hampton, Director

The maintenance report was distributed via e-mail to all Directors and to Greystone; in summary:

The following maintenance issues were addressed by Steve Lazaroff:

- A large section of the exterior community wall across from the school painted by “taggers”. The wall was repainted as soon as the damage was identified.
- The donated battery powered backpack sprayer has been repaired by total disassembly the unit to clean out the pump and lines along with replacing the battery for a cost of \$45.
- The new tennis net was received and installed. The cost was half of the anticipated cost.
- The Lazaroff's donated another TV and it will be installed in the clubhouse kiddy room.
- The men's room shower head disappeared and was replaced. Ephram donated another shower head system, now a spare is available for future repairs.

The Fall's fountain main pump motor failed again. Phil motioned to replace the pump motor for a cost not to exceed \$500 via e-vote. The motion was seconded and passed by all Directors.

The clubhouse fire extinguishers were serviced and the smoke detectors batteries were replaced.

The hand grip sensors on the exercise room elliptical units were replaced. The bike pedal arms and pedals as well as the cable on the leg extension machines were replaced.

### **Landscaping** - Presented by Mary Bates, Chairperson

Platinum Landscaping report was included in the Greystone Report package. The planting day will be postponed until February or later due to the current cold weather conditions.

### **Communications/Social** – Mary Bates, Chairperson

Deidre Holmes DuBois has volunteered to author the newsletter which will have a new template and/or format. Inputs for the newsletter are welcome from the community. Also, preparations will start soon for a number of community social events to be scheduled during the March or April time period.

### **Security** – Presented by Tom Dougherty and Steve Lazaroff, Co-Chairpersons

During the evening hours, the associated activities in the community have quieted down due to the colder weather. The Board re-iterated that living in a gated community provides a false sense of security and residents are responsible for their own security both family and property. Additional security related topics are addressed under Unfinished and New Business.

## **UNFINISHED BUSINESS**

**Trash Receptacles (Revisited)** – The ability to cancel the order without any penalties was confirmed. Ephram motioned to cancel the existing order for the trash receptacles and purchase receptacles for an amount not to exceed \$150 via an e-vote. The motion was seconded with Russ, Phil, Walt and Ephram voting in favor of the motion. Mary voted against the motion. Tom and Ray abstained. The motion passed.

**Falls Exit Gate Repairs** – Greystone provided the Board with the necessary proposals for the pending repairs. Mary motioned to replace the gearbox and repair the battery backup circuit board for a cost not to exceed \$600. The motion was seconded and passed by all Directors

**Damaged Landscaping Lighting** – The Board requested that Greystone look into filing a claim with the association's insurance carrier for the landscaping repairs needed as a result of vandalism. Greystone advised the Board that the deductible for each claim is a minimum of \$1,000 per occurrence and since the repairs were only \$1,250, it would not be worth pursuing an insurance claim at this time. Phil motioned to repair the damaged Falls landscaping lighting for a cost not to exceed \$800. The motion was seconded and passed by all Directors

**Camera Payoff Status** – Greystone advised the Board that the agreed payoff amount was forwarded over to Marlin Leasing and the only item pending was the final signed agreement from Marlin releasing the association of any responsibility. Russ and Steve will review the existing camera system and present their findings at the next Board meeting.

**Entry Gate Control System Repairs** – Greystone, Phil, Steve, and Vinny from Complete Access Control met regarding the existing issues with several owners complaining that the bar scanner is not reading the decals. A number of potential problems were indentified: communication between the scanner and the main board; the software system at the Greystone office may have been compromised impacting the Greystone computer interface with the computer in the clubhouse or the scanner itself has gone bad again. Vinny was tasked to evaluate each possible problem and report his findings back to Greystone. Greystone reported that currently a few owners who were having issues have advised that their decals are working but not everyone's issue has been resolved.

## **NEW BUSINESS**

**Gate & Clubhouse Entry Control System Upgrades** - The Board reviewed Complete Access Control's proposals to upgrade and change the current programming system to the gates and Clubhouse. After further discussion the Board decided to table these replacements for now until additional information can be obtained.

**Delinquencies / Assessment Collection Rules** – Tom wanted to reiterate the collection policies that any account that is delinquent after the 15<sup>th</sup> day of the month will be sent an Intention to Lien letter by Greystone. Once that letter is due to expire if payment has not been received then the file will be forwarded to the attorney's office in order to proceed with the legal collection process. Therefore, Tom motioned to clarify the assessment collection rules regarding when an account is due and/or overdue with the following statement: "Greystone will send out Intent to Lien notices after the 15<sup>th</sup> of the first month assessments are late. If payment has not been received by the due date, then the account file will be forwarded to the attorney to begin the legal collection process." The motion was seconded and passed by all Directors.

**MOTION TO ADJOURN** was made at 8:05 p.m. by Mary. The motion carried.

Respectfully submitted by Ray Bilodeau, Secretary, The Villages of Rio Pinar (The Preserve) Community Association and by Marilyn Nieves, LCAM, Managing Agent, Greystone Management.