

COTTAGES AT MEADOWBROOKE

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting
November 15, 2018
1463 Oakfield Drive, Suite 142, Brandon, FL 33511
Meeting Minutes**

1. Call to Order-Certifying of Quorum

The meeting was called to order at 9:41 a.m. by the Secretary/Treasurer Elizabeth Ghahary. Vice President Deborah Ferguson was also in attendance, therefore a quorum was established. It was confirmed that the meeting notice was posted timely at least 48 hours in advance.

2. Business

Architectural Rules & Regulations: Notice was mailed out on October 29, 2018 regarding the review/vote of the updated Architectural Rules & Regulations. The Board's goal is to create a uniform, more cohesive look/feel throughout the community. The Board reviewed the changes to the document. Board received suggestions from owners to create specifications for water hose brackets, rocks around lanai, and to further define that rear screen enclosure / lanai patio should not be used as a storage area that creates clutter. With those additions, the Board approved the document.

On Motion: Duly made by Elizabeth second by Deborah.


Resolve: To accept the changes made to the Architectural Rules & Regulations as presented.

- 3. Owners Comments:** Owners commented regarding dead shrubs between driveways; Board indicated that they are not replacing shrubs between driveways. Owner commented that cement donut under mailbox is not centered with mailbox; Board member to walk thru the community to ensure that installation is acceptable. Owner commented that D & O Insurance is too low; manager indicated that coverage is at required levels; Board will consider different coverages during insurance review in the spring. Owner concern regarding building insurance coverage; manager to investigate and get back with owner regarding her specific issue.

4. Adjournment

On Motion: Duly made by Elizabeth second by Deborah and carried unanimously.

Resolve: To adjourn the meeting at 10:22 a.m.


Prepared by Manager on behalf of Secretary

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