

# COTTAGES AT MEADOWBROOKE

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting  
March 14, 2019  
12511 Cedarfield Drive, Riverview FL 33579  
Meeting Minutes**

## 1. Call to Order-Certifying of Quorum

The meeting was called to order at 6:35 p.m. by the Treasurer/Secretary, 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. Jeana Wynja represented McNeil Management.

## 2. Approval of Minutes

The Board reviewed prior meeting minutes dated September 26, 2018 (Budget/Board and Special), October 18, 2018 and November 15, 2018 as prepared by the Manager.

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

**Resolve:** To waive the reading of the prior meeting minutes and approve them as presented.

## 3. Management Reports

Manager presented the financial reports and management reports to the Board. The Board decided to send a Final Notice to Unit ID Number 10292.

## 4. Business

### Officer Positions:

Elizabeth Ghahary-President and Deborah Ferguson-Treasurer/Secretary.

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

**Resolve:** To accept the positions as presented.

**Insurance:** Elizabeth has engaged an insurance broker to obtain 3 proposals. Best rates are going to be quoted within 30 days of renewal. Board would like to see hurricane coverage. They would also like to continue with 2% wind/hail coverage. Decision will need to be made before the end of April-2019.

**Building Painting:** Manager informed the Board that the reserve study has building painting for this year. Manager to obtain a few proposals and present to the Board.

**Landscaping Enhancements:** 360 ECO Solutions is providing an official proposal to make the beds smaller in the front yards, add ground cover and then rocks, sod, re-route drainage, and possibly add plants to the middle of the islands. Board would like to see either rocks or ground cover in the center driveway islands instead of plants. Manager to communicate to landscaper. Owner attending meeting indicated an interest in walking with landscaper; manager to coordinate.

**Preservation of the Covenants and Restrictions:** Manager presented a Florida Statute change to the Board regarding consideration of Preservation of the Covenants and Restrictions (720.3032). The Board is required to annually consider the filing of a notice to preserve the covenants / restrictions affecting the community from extinguishment under Marketable Record Title Act (MTRA). Manager indicated that the

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Association is 19 years old so preservation is not a pressing concern at this time. The Board will need to be concerned about preservation when the community comes closer to the 30 year mark.

**Manager Comments:** Two diseased palms were recently removed. Manager to provide the Board with Florida Friendly tree options if they wish to plant to replace diseased palms. The final invoice for Juniper was waived in the amount of \$3,000. 360 ECO Solutions moved to a new billing system and did not send us invoices for the past 3 months; invoices have since been received and will be paid on March 15, 2019. The following Affidavit of Mailings were prepared: Fall Projects mailed September 28, 2018, Mailbox Installation mailed November 2, 2018, the 2019 Assessment Notice mailed November 29, 2018, and the updated Architectural Rules and Regulations mailed on December 21, 2018.

## 5. Adjournment

**Owners Comments:** Owner concern regarding irrigation cover; manager will advise landscaper.

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

**Resolve:** To adjourn the meeting at 7:02 p.m.

  
Prepared by Manager on behalf of Secretary

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