

COTTAGES AT MEADOWBROOKE

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting
March 12, 2020
South Cove Clubhouse
12511 Cedarfield Drive, Riverview FL 33579
Meeting Minutes**

1. Call to Order-Certifying of Quorum

The meeting was called to order at 6:34 p.m. by the President, Elizabeth Ghahary. 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. Doug and Pamela Pinner represented McNeil Management.

2. Approval of Minutes

The Board reviewed prior meeting minutes dated December 20, 2019 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.

4. Business

Mulch: Installation is completed. Board and community are pleased.

Review Landscape Requests: The board tabled this item until Jeana can discuss with them.

Roofs: The board requested a notice to owners be mailed regarding the roofing project beginning within two months. Notice to owners that all roofs will be replaced, and they should perform landscape/hurricane type cleanup so roofing can proceed without owner's personal items being damaged.

The board will obtain wind mitigation certifications upon re-roofing completion.

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

Resolve: To approve Wayne Gonzalez contract proposal to re-roof with shingle color Aged Copper for \$321,082 and continue replacing gutters in fronts and sides within budget limitations.

Painting Touch Ups: Deborah indicated the project was complete. She had noticed new pipes which had not been painted as they were not in place when the painting project occurred.

Architectural Rules: Tabled as the rules and regulations are still being revised.

Preservation of Covenants: Manager presented the annual requirement regarding Florida Statue 720.3032, consideration of Preservation of the Covenants and Restrictions. The Board is required to annually consider the filing of a notice to preserve the covenant/ restrictions affecting the community from extinguishment under Marketable Record Title Act (MRTA). Manager indicated that the Association is 17 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 20 year mark in 3 years.

Irrigation Due Diligence: The board reviewed the proposed irrigation system repairs from Sharpescapes.

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

Resolve: To have the vendor proceed with the proposed irrigation repairs.

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Landscape Vendor: The board reviewed the proposed contract from Sharpescapes.

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

Resolve: To approve the new contract beginning April 1, 2020.

Front Entry Lights: Project has been completed.

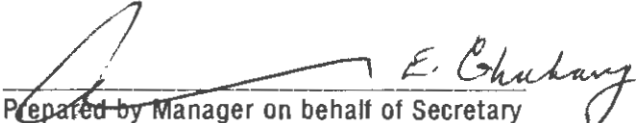
5. Adjournment

Board Comments: The Association does not allow owners to put gutters on the back of the homes whether they have lanais or not. Light fixtures at the garages should remain identical. Solar lights are not allowed. The motion sensor lights will be addressed in the architectural standards.

Owners Comments: Owners noted several addresses where trash cans remain in view. Also several owners have installed non-professional signs for sale or for rent which is not allowed. Manager will review issues during subsequent community surveys.

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

Resolve: To adjourn the meeting at 7:00 p.m.


Prepared by Manager on behalf of Secretary