

COTTAGES AT MEADOWBROOKE

HOMEOWNERS ASSOCIATION, INC.

Budget & Board of Directors Meeting
September 15, 2022
Summerfield Master Clubhouse
13013 Summerfield Blvd., 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. Board member 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 June 9, 2022 as prepared by the Manager.

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

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. Notice was mailed to owners on July 15, 2022 regarding rodents observed in community. Preservation of covenants & restrictions were mailed to all owners on July 7, 2022.

4. Former Business

Erosion Evaluation at 13361 Ashbark Court: Hole in back yard was due to a broken pipe. SharpeScapes fixed and awaiting fill dirt.

Gutter extensions: Board indicated that 28 gutter extensions are needed at ends of buildings. Middle units need extensions too. Will engage Baxley Gutters to evaluate.

Pressure wash proposal: Need amended proposal to not pressure wash side of wall facing Clement Pride Blvd where vines currently exist. Manager to obtain from Gladiator.

Reserve study: Received and distributed to Board.

Landscaping enhancements: Board received proposal for plant selections/pricing; board to advise how to proceed. Board already has proposal for rocks. After selections are made, SharpeScapes will install plants and rocks at same time on east side of road (left as you pull into community). Tear out on west side of road (right as you pull into community) will be done in the spring, along with any trees which need to be removed and philodendrons. Discussion regarding holiday flowers at monument walls.

5. New Business

2023 Budget: The postcard notice regarding the budget meeting was mailed to all owners on August 25, 2022. The Board reviewed the proposed budget, to leave the monthly assessment flat at \$220.

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

Resolve: To approve the 2023 Budget and monthly assessment at \$220.

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Architectural standards: The Board reviewed 2 new proposed sections for the Architectural Rules & Regulations document for cameras and window grids. The Board decided to incorporate the cameras section but to not include the window grids section. A copy of the new section will be mailed to all owners.

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

Resolve: To approve the addition of the cameras section to the Architectural Rules & Regulations.

Clement Pride Blvd overgrowth: County is communicating with Summerfield to undertake responsibility of (overgrown) landscape along Clement Pride Blvd. that was once maintained by South Fork.

6. Adjournment

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

Resolve: To adjourn the meeting at 7:58 p.m.

APPROVED BY THE BOARD OF DIRECTORS 12/01/2022

Prepared by Manager on behalf of Secretary