

Grand Haven Master Association, Inc.
Board of Directors Meeting
February 21, 2008

Call to Order:

The meeting was called to order at 2:20 p.m.

Members Present: Kenny O'Connor, Rob Sedelmyer, Patricia Driscoll, Marc Dwyer, Ray Smith
Others Present: Troy Railsback – Southern States Management Group, Inc.
Members' sign-in sheet is located in Association Meeting File

A quorum was established.

Mrs. O'Connor introduced the new Board Members.

Approval of Minutes – December 13, 2007 & January 10, 2008

ON MOTION BY Rob Sedelmyer, seconded by Ray Smith, the Board approved the minutes of the December 13, 2008 Board of Directors Meeting and the January 10, 2008 Annual Meeting with the following correction to the January 10, 2008 Board Meeting minutes: Bill Hamm should be deleted from the list of Members Present.

Committee Reports

Community Manager

Property Management reviewed reports on open CC&R violations, Construction Violations, Stop Sign Street Tree Trimming, Front Street Properties with Permanent Walkways, Rentals, and Foreclosures. The Board asked that the Open CC&R Violation report be formatted in matrix form by month with year-to-date totals, and requested inclusion of long term data on the Construction Violation report. Mrs. O'Connor asked that the ACD policy regarding permanent walkways on Front Street be added to the agenda, and requested that Board Members inspect lots on the list to familiarize themselves with the area. There was discussion about enforcement and owner education regarding the CC&R requirements for owners who rent their units to provide a copy of the lease to the Grand Haven Master Association. The Board asked Property Management to develop a procedure to monitor and enforce lease requirements. Property Management was asked to label Board Meeting package information as "Action Items" or "For Information".

Finance Report

Mrs. Driscoll reported on Association finances which included discussion for adjustments and reclassifications in preparation for sending Association year-end financial information to Martin & Associates, PL, who will be generating the 2007 year-end reports and filing the Associations 2007 tax return.

Communications – Ray Smith

Mr. Smith reported the Association is now publishing a newsletter for owners. Plans are to mail the newsletter every two or three months. At this time, it is not practical for the newsletter to be e-mailed to owners as the Association does not have a list of owner e-mails. Troy Railsback has taken over management of the Association's web site. The web address is grandhavenmhoa.com.

By-Laws Review – Marc Dwyer

Mr. Dwyer reported the Board is in substantial compliance with the By-Laws and Florida Statutes Chapter 720.

Action Item List Review – Kenny O'Connor

Troy Railsback reported that the mediation process is an option for owners to resolve issues related to fines for CC&R violations. Due to a change in the lien process for liens filed before June of 2007, the Association will be required to re-file liens instituted prior to that date. Interest on receivables is now being posted every month.

Property Management and the Treasurer are working with the accounting department to prepare and implement a Cash Flow Report. Mr. Smith met with the Hampton Golf General Manager to address golf course buffer maintenance issues. The buffer areas are owned by the golf course and do not fall under ADC Guidelines. The General Manager advised that Hampton Golf is willing, on a case by case basis, to review requests from owners who wish to make changes in the buffer area landscaping. Mr. Railsback advised that he does not yet have an answer as to who owns, and is responsible for maintaining, the walkway buffer between North Waterview Drive and North Park Lane. Mrs. O'Connor advised that the developer of the Whitehall Condominiums needs to be reminded of the build-out time requirement.

Old Business

Whitehall Condo Cleanup – Kenny O'Connor

Mrs. O'Connor asked for input from the Board on sending a letter to Whitehall asking how the Association can assist the developer in removing equipment from the building site and planting grass seed. City Code Enforcement has advised Mr. Railsback that the site has an active permit. Mr. Railsback e-mailed to the City photographs of overflowing dumpsters and other adverse conditions on the property that are of concern to residents. The Board agreed to continue to pursue the matter through the City Code Enforcement process and to contact Whitehall to determine a mutually satisfactory course of action. Mr. Smith and Mr. Sedelmyer will discuss the preparation of a letter to contact Whitehall identifying concerns of the Association.

CC&R project – Kenny O'Connor

Mrs. O'Connor asked to meet with Mr. Dwyer and Mr. Smith to review CC&R Use Restrictions. Mr. Dwyer recommended defining what the Association would like to achieve with revisions to the CC&R's. The primary purpose of CC&R revisions is to standardize CC&R's for all villages. The Board has not yet reviewed the draft of the revisions from the attorney. There was discussion regarding the Association's options for maintaining abandoned lots.

Lake Bank Maintenance

One of the proposed revisions to the CC&R's is developing uniform rules for all villages regarding lake bank maintenance requirements. The Board will ask the ADC to develop guidelines for lake bank maintenance for review by the Board.

New Business

Vacant Lots

Purchasers of vacant lots with expired build-out period

Approximately 70 owners were fined for non-compliance with build-out period rules and approximately fifty five owners have paid the fine. Owners are requesting assurance that new fines will not be levied on future owners who purchase the property. There was discussion regarding the Association's build-out period policy. This item was tabled until the next meeting.

Mowerks Proposal to maintain vacant lots

Mr. Railsback reviewed proposals from Mowerks to maintain vacant lots that have been cleared at a cost to the owner of \$250 per year. Mowerks also submitted a proposal to mow the first 20 feet of all vacant lots at a cost of \$10 per month. Owners would still be responsible for maintaining the rest of their property, and will be notified that Mowerks is available to them.

Legal

24 Sailfish

There was discussion regarding an owner's request to pay \$75 per month, instead of a lump sum, to pay a fine levied for CC&R violations. The Board agreed to take the case back from the attorney and to allow the owner to pay \$75 per month with the stipulation that if a payment is missed, the entire amount will be due and payable.

20 Grandview Drive

The Association has received notice to appear at a pre-trial conference March 7, 2008 for a fine for CC&R violations levied on 20 Grandview Drive. Mrs. O'Connor asked whether two Board members could attend. Mr. Railsback advised that only one person may be designated to make decisions on behalf of the Board. Mr. Sedelmyer will attend on behalf of the Board

1 Village View Drive

Mr. Railsback reported the owners paid past due assessments for private lawn maintenance, but not attorney's fees and late fees. He requested direction from the Board as to whether to begin foreclosure action on the property. Mrs. O'Connor asked Property Management to research other alternatives to collect the funds such as Small Claims Court.

Other Correspondence

Correspondence was included in the Board package for information only.

Property Owner Correspondence

1 Owls Roost Lane West

The Association will respond to the owner's question regarding the Private Lawn Maintenance Special Assessment and other issues.

The Crossings

Mrs. O'Connor read letter from the Crossings Village Board of Directors asking for the Crossings CC& R's to be incorporated into the Grand Haven Master Association. Mr. Nick Della Fave, Board Member of the Crossings, presented details of the proposal and advised that the Crossings Village has contacted their attorney regarding legalities involved in the transfer.

Newsletter – Kenny O'Connor

Ms. O'Connor noted that a number of owners have complimented the first community newsletter and expressed appreciation for information it contained. Ms. O'Connor requested Board approval for funding to continue publishing the community newsletter.

ON MOTION BY Rob Sedelmyer, seconded by Ray Smith with all in favor, the Board approved use of \$6,500 from the FY 2008 Operating Budget for communication activities.

Financial Reserves – Kenny O'Connor

Ms. O'Connor stated that the Association would continue to monitor 2008 budget and financial cash flow throughout the year to maintain and/or strengthen the Associations financial position.

Board Assignments – O'Connor

Mrs. O'Connor appointed Mr. Sedelmyer to serve as liaison to Private Lawn Maintenance and the Advisory Council; Mr. Smith was appointed as liaison for the newsletter and the ADC; Pat Driscoll was appointed as liaison on the condominiums, townhouses and the budget; Marc Dwyer was appointed as liaison on the CC&Rs.

Advisory Council/PLM Contracts – Kenny O'Connor

Rob Sedelmyer reported that he & Ms. O'Connor met with the Advisory Council. Five of seven members will remain on the council. The council has approved one replacement for a retiring member and is seeking a second member. The Advisory Council is reviewing Private Lawn Maintenance contracts and preparing specifications for bids for landscape maintenance that will be solicited later in the year.

2007 Statistics – Kenny O'Connor

Mr. Railsback is compiling statistics on violations, and information on the process time line for pursuing violations. Ms. O'Connor reviewed laws regarding the number of members on the Fine Committee. Ms. O'Connor stated that The Grand Haven Master Association, Inc. has established the Fine Committee as a five (5) member committee

with the authority to uphold or dismiss recommended fines at a noticed meeting where at least three (3) committee members are present and a majority vote of two (2) results in the recommended action.

Audience Comments

Board members responded to owners concerns and comments regarding The Whitehall building site, and private lawn maintenance questions comments concerns and issues

Adjournment

ON MOTION BY Rob Sedelmyer, seconded by Ray Smith, with all in favor, the meeting was adjourned at 4:27 p.m.