

Eagle Landing at Oakleaf Plantation Homeowners Association, Inc.
Board of Directors Meeting
Tuesday, August 23, 2022
3975 Eagle Landing Parkway
Orange Park, FL 32065

CALL OF ROLL

The meeting was called to order at 5:30 p.m. by President, Junius Hill.

Present were Junius Hill, Bobby Poole, Scott Watson, Donald Hall, Patricia Lougheed, Trent Janney, and Debra Brown. Kathy Melton, CAM represented The CAM Team.

PROOF OF NOTICE OF MEETING

Notice of the meeting was posted on the Eagle Landing website.

DETERMINATION OF QUORUM

A quorum of the Board was met with seven (7) Directors in attendance.

APPROVAL OF MINUTES

A motion was made by Scott Watson and seconded by Trent Janney to approve the minutes from the July 19, 2022 Board of Directors meeting as written. None opposed and the motion carried.

The rules of the meeting were discussed. Homeowners in attendance were asked to hold their questions until the end of the meeting.

A video call was held with Iron Mountain representatives to discuss the scope of work to scan and store ARC documentation, as well as a review of the project pricing. There are approximately 3000 files to scan. The estimated imaging cost is \$15,372.00 and the 3-year contract with Iron Mountain for the software would be \$1,800.00 per year. To store the physical record boxes would be an additional \$170.00 per month. The presentation will be emailed to the Board so that each member can review all of the information.

DIGITAL TRANSITION PROJECT DEBRIEF AND DISCUSSION

The ARC transition from East-West Partners to the Association will take place in the October/November time frame. A suggestion was made to have East-West audit the files to make sure all the files are accurate prior to being scanned. A vote was tabled to give the Board time to review the presentation and an emergency meeting will be called in a few weeks to vote on the proposal.

BUDGET UPDATE BY THE CAM TEAM

The July 2022 financials were emailed to the Board in advance of the meeting. Balances as of July 31, 2022 are:

Operating Account	\$203,085.96
Capital Contributions	\$ 26,264.00
Fidelity Investments	<u>\$ 7,066.08</u>
	\$236,416.04

Accounts Receivable as of July 31st were \$7,086.05. As of August 19th, the outstanding receivables are \$4,443.44.

Approved 9.20.2022
Kathy Melton, CAM

There are five (5) homeowners in Lien status. Five (5) homeowners received a Notice of Intent to Lien. Fourteen (14) homeowners have a balance. All builders are paid in full.

As of July 31st, total operating expenses are below budget approximately \$8,200.00.

VIOLATION AND COMPLIANCE UPDATE

At least three volunteers are needed for the Fining Committee and they can meet via Zoom. The violation and fine procedure was discussed. Charlotte Lingard-Young and Steven Laurenzano were identified as candidates to be reviewed and voted on in the next meeting. The Association identifies Stage 3 violators who are eligible for fines and the Association approves the fine, including the amount. Management facilitates the movement of the cases to the Fining Committee and notifies the homeowner of the hearing date. The Fining Committee reviews the information and votes to uphold or dismiss the fine.

Patricia Lougheed prepared background information that was provided to Board members with recommendations to transfer ten (10) violations to the Fining Committee. She withdrew consideration of her motion. Junius Hill provided four (4) violations that should be moved forward to the Fining Committee. After discussion, a motion was made by Trent Janney to send the four (4) violations to the Fining Committee; seconded by Debra Brown. The motion carried with six (6) in favor and one (1) opposed.

ARC UPDATE

ARC approval will remain with East-West Partners through October/November 2022. There are currently seven (7) Association ARC liaisons who are learning the process. Patricia Lougheed presented several slides concerning the transition. The CAM Team will administer the ARC process and has software in place to handle submissions. A firm date for the transition can not be set at this time. No motions were presented.

BOARD COMMENTS/QUESTIONS

Debra Brown shared that Clay County does not have anything in place that states that a car cannot be abandoned. She suggested that the Clay County Commissioners be contacted to put something in place like Middleburg has done.

Bobby Poole suggested that the parking of cars blocking sidewalks be put through the fines process.

MEMBER QUESTIONS AND STATEMENTS

A homeowner recommended that residents join the Zone 2 Sheriff's meeting to discuss concerns in the community. The Sheriff's NET meets the first Thursday of the month, 7:00 p.m., at the restaurant.

A homeowner expressed concern about vehicles blocking sidewalks as it is a safety issue.

Debra Goodman expressed interest in joining the ARC Committee.

A homeowner asked that the Board invest any excess funds in CDs.

ADJOURNMENT

All business being completed, a motion was made by Scott Watson, seconded by Trent Janney, that the meeting be adjourned. The meeting was adjourned at 8:09 p.m.