

**Eagle Landing at Oakleaf Plantation
Homeowners Association, Inc.
Board of Directors Meeting
Tuesday, October 10, 2023**

Minutes

CALL OF ROLL

The meeting was called to order at 6:02 p.m. by President, Junius Hill.

Present were Junius Hill, Michael Young, Bobby Poole, Trent Janney, Donald Hall, Patricia Lougheed, Vincent DeGennaro, and Jeff Gerber; Kathy Melton, CAM represented The CAM Team.

PROOF OF NOTICE OF MEETING

Notice of the meeting was posted on the Eagle Landing HOA website and the Eagle Landing Online website.

DETERMINATION OF QUORUM

A quorum of the Board was met with eight (8) Directors in attendance.

RESIDENT MEMBER COMMENTS: None

APPROVAL OF MINUTES

A motion was made by Trent Janney and seconded by Vincent DeGennaro to approve the minutes from the September 19, 2023 Board of Directors meeting as written. None opposed and the motion carried.

IT COMMUNICATIONS DEMONSTRATION – TRENT JANNEY AND DAVE FRIBOURG, AT-NET SERVICES

The Board previously voted to transition paper documents (ARC) to Iron Mountain and Trent Janney shared that the next step is to streamline communication and processes for Board members and homeowners. The goal is to transition from personal emails to an Eagle Landing domain and provide secure access to Association data on the cloud. Dave Fribourg presented a proposal to provide Microsoft 365 Basic (20 users) and provide technical support platforms to meet the Association's needs. The cost would be \$309.00 per month to Microsoft and \$2,300.00 per month to At-Net Services for technical support/services. The topic will be discussed at the next meeting. Bobby Poole said that additional information is needed and the Board needs to define the direction it wants to go with technology. Patricia Lougheed said that additional bids are needed as the cost is greater than 10% of the budget. Trent Janney will send out the other proposals he received. A motion was made by Patricia Lougheed to set a time and place for a meeting to discuss and formalize a plan for technology, seconded by Junius Hill. None opposed and the motion carried. A Zoom meeting will be set up.

BOARD VOTE ON HOA OPEN SEAT

Eight residents expressed interest in joining the Board. The floor was opened to candidates who were in attendance. Ed Brown and Chris Pressley addressed the Board. A ballot was distributed to Board members. Charlotte Lingard-Young received the most votes. A motion was made by Junius Hill to appoint Charlotte Lingard-Young to the Board of Directors, seconded by Michael Young. None opposed and the motion carried.

2023 YTD FINANCIAL UPDATE – THE CAM TEAM

The September 2023 financials were emailed to the Board in advance of the meeting. Balances as of September 30, 2023 were:

Operating Account	\$ 37,313.09
Capital Contributions	\$ 34,574.26
Fidelity Investments	<u>\$160,345.05</u>
	\$235,916.03

Accounts Receivable as of September 30th were \$13,726.66.

There are four (4) homeowners in Lien status. Nine (9) homeowners are in NOIL status. Two (2) homeowners have received a NLA. Four (4) homeowner have an active bank foreclosure; one has a credit balance and one has a zero balance. All builders are paid in full.

As of September 30th, total operating expenses are above budget approximately \$7.6k.

Funds of \$160k are invested in CDs with Fidelity Investments.

- 9-month CD – \$58k - Matures 3.14.2024 – 5.35% interest
- 12-month CD - \$52k – Matures 8.21.2024 – 5.5% interest
- 12-month CD - \$50k – Matures 11.15.2023 – 4.7% interest

A collection tracker was shared with the Board showing the outstanding receivables. One (1) Notice of Intent to Lien will be filed and eight (8) Liens will be filed. Three homeowners will receive a “last chance” letter from the attorney prior to an Association Foreclosure being filed.

2024 BUDGET CONSTRUCTION

A draft budget was presented by The CAM Team. The Board discussed several variables affecting income and expense accounts, including fines income, ARC income, Management Contract with increased inspections, and Communications Technology. The budget will need to be finalized at the November meeting. Directors were asked to review the draft budget and bring their suggestions to the next meeting.

ARC UPDATES AND APPEALS

Patricia Loughheed resigned from the ARC Committee effective October 1, 2023. There are currently four (4) Committee members and one (1) is expected to leave at the end of the year. There is a high risk of turnover due to the committee being made up of volunteer members and the workload required. A proposed solution is to utilize a professional ARC consultant. No appeals have been received.

SUBCOMMITTEE UPDATES

- Social Subcommittee – Don Hall – The Committee will be planning an event for January. Other events are being considered for March and August (Back to School). The Committee will sit down with the CDD Board to discuss teaming up for some events.
- Safety Subcommittee – Vincent DeGennaro – The CCSO Sheriff’s Net meeting is being held October 12th at the restaurant and Committee members have been asked to attend. The Committee is working to raise their profile with CCSO and to arrange a private meeting with Community Affairs. Residents can register online for Clay Watch, which helps families with special needs. Also Safer Watch is an app that can be downloaded on your phone and provides CCSO alerts. Vincent DeGennaro will coordinate an eblast with Rachael to share this information.
- Landscape Subcommittee – Jeff Gerber – No report

BOARD DISCUSSION AND MOTION ON FORWARDING SEPTEMBER FINES

Six (6) properties were presented for escalation to the Fining Committee. A question was raised about one property as there was a name change on one of the letters. A motion was made by Trent Janney, seconded by Don Hall, to escalate the six (6) properties to the Fining Committee and charge a \$100.00

fine subject to verification of the one property with a name change. None opposed and the motion carried.

BOARD OF DIRECTORS COMMENTS/QUESTIONS:

Patricia Loughheed asked if there has been an update on the required Live Oak trees. An email has been sent to Marilyn Ayers. Also, she asked that Vincent DeGennaro's communiques be added to the next agenda.

MEMBER QUESTIONS AND STATEMENTS

A homeowner shared that an additional member is needed for the Fining Committee and that Ring doorbells can be registered with CCSO.

A homeowner asked if the attorney or legal assistant calls past due accounts when files are turned over to his office for collections and if a collection agency can be used.

A homeowner asked that an eblast be sent out to let residents know of the Sheriff's Net meeting on Thursday, October 12th from 6:00 – 8:00 p.m.

A homeowner who backs up to Tynes Blvd. asked who is responsible to maintain the area between the sidewalk and the fence.

Adjournment

All business being completed, Michael Young made a motion to adjourn the meeting, seconded by Trent Janney. None opposed and the meeting was adjourned at 8:43 p.m.

Approved 11.14.2023
Kathy Melton, CAM