



**Lakes Estates (I and II) of Sarasota Homeowners Association**

*A Corporation Not-for-Profit*

**March 20, 2018**

**Board of Directors Meeting Minutes**

**Call Order:** The meeting was called to order at 8:05pm.

**Proof of Notice:** Notice was posted in accordance with the association documents and Florida Statute 720.

**Quorum:** A quorum was present with the following Board members in attendance; Vice President, Robert Clapp; Treasurer, Chad Stutzman; Secretary, Pam Anshutz; and Director Rick Penney. Absent was President Kelly Bruno. Also present was Nicole Banks of Sunstate Management.

**MINUTES: Motion** made by Robert, seconded by Rick to approve the draft minutes as is. Motion passed unanimously.

**FINANCIAL REPORT:**

- Nicole reported from the February Financial Statements.
- The Accounts Receivable Report was reviewed.
- **MOTION** made by Rick, seconded by Chad to waive the late fees in the amount of \$25 and \$25 for accounts 2001 and 1077. MOTION passed unanimously.

**Management / New Business Report:**

- Nicole to send the Board a sample compliance letter.
- The Board discussed sending a letter to owners with the ACC AProval process, form and guidelines and the Compliance Standards manual.
- The website has the Lakes I & 2 current governing documents and forms.
- Newsletter
  - Rick suggested that quarterly notices be sent to owners.
  - Pam volunteered to draft a notice.
- Mailbox maintenance was discussed.
- Updating the lights was discussed.
- Compliance
  - Lawns will be closely monitored.

**Homeowner Comments**

- Owners suggested merging to one HOA.
- Pool funtiure needs to be updated.
- Grill at Rec Center needs to be cleaned.
- A gage for the propane tank should be installed.
- Fountain Time and light not working. Nicole will contact Aquagenix.

- Gazebo to be cleaned and repaired. John will spray for wasps.

**ARC**

- **MOTION** made by Rick, seconded by Pam to approve the ARC from Goodwill and Anshutz as requested by require feature tree replacement. MOTION passed unanimously. Nicole will notify the owners.

**Adjournment – MOTION** made by Rick, seconded by Chad to adjourn the meeting at Adjournment at 8:30pm.

**Next meeting** – April 17, 2018 at 8:00 PM.