

SAWMILL LAKES ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JANAUARY 8, 2008

**I. ESTABLISH A QUORUM AND CALL TO ORDER**

A quorum was established with the presence of Hal Hitch, Rick Cantwell, Diana Rawle, Kim Allerton and Tom Murta. Meeting was called to order at 6:01pm.

For purposes of accommodating Angela Diaz's schedule, Hal adjusted the meeting's standard order and requested Angela to present her report on the Coalition.

Angela explained that the Ponte Vedra Coalition has formed a team of people in various communities to monitor the county's proposed changes to Route 210. The Sub-Committee was formed and met with the Nocatee engineers. The list of requested road improvements presented by the committee included sidewalks, roundabout, North Access to SML, etc. Engineers made up plans, which were presented. PV Coalition wants the SML Board to respond to the engineer's proposed roadway designs. Angela explained that the Coalition will support SML's opinion.

Board has previously given its position of support on; 2 lane roadway, sidewalks and safety improvements to current roadway with no further encroachment on SML property, maintaining safety and security of community and egress to the Sawmill Lakes community .

Hal recommended that a conversation take place between the Coalition sub committee and The Guana representatives as to what they are open to supporting.

Statement to be written to the effect that engineering plan is premature, reiterate board's position statement that require no more than 2 lanes, widen existing lanes with no further encroachment on SML property, safe ingress and egress to community, and bike lanes or natural pathways. Association is open to discussion. Angela will draft a statement for Board approval prior to presenting to the Coalition.

**II. APPROVAL OF MINUTES**

- November 13, 2007 – minutes were approved via email.
- December 10, 2007 – Hal made a **motion** to approve the Organizational Minutes as presented, Tom seconded with all in favor.

**III. FINANCIAL REPORT – Diana Rawle**

- Hal questioned the ARB expense and what services are provided for this fee.
- Hal questioned \$15,700 on delinquency report of over 92 days due. Discussion on procedures and limits for writing off bad debt. Money Judgments to be sent on 4023, 7005 and 7041. Diana will speak with Joe Ankiewicz, May Mgt Account Manager and come up with a proposal to determine write-offs and report at next meeting.
- Hal questioned Insurance debit and credit on November financials. Diana to review.

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BOARD OF DIRECTORS MEETING  
JANUARY 8, 2008

- Diana discussed the Reserve expenses. Requested Patti to provide all 2007 payments in Reserve account. Diane asked Patti to research an expense that hit the Reserve Account in November.
- Hal made a **motion** to approve the November financials, seconded by Tom with all in favor.

IV. MANAGER'S REPORT – Patti Brown

- South Mill View Way – across from lift station, truck oil spill. Intercoastal Utilities was called and letter sent to St. Johns County Utilities for clean up.
- Property Inspection – No violation letters were sent around the holidays. Violations and letters will be sent within the month.
- RV – parked in driveway, have spoken to owner and requested a written response. Informed owner they would need Board permission for parking overnight. Hal asked if the Covenant Enforcement Committee could create an outline of Parking Rules and Regulations for the community.
- Backstop at field has been torn off. Last vendor who repaired is out of business. Expense to be put under the vandalism general ledger. Patti to obtain quotes.

V. UNFINISHED BUSINESS

- Pool Shade – discussion on providing more shade at the community pool, board requested further designs and prices.
- Mailboxes – homeowner volunteered to take on the process of meeting with vendors, meeting with the ARC and bringing the final proposals to the Board for review. Info from Jax Golf & CC considered helpful as they recently replaced in the entire community.
- Directory – Patti to provide samples of other community directories.
- Management Contract – Committee to pick up project, RFP's in the works.
- Monument Sign – discussion on durability, appearance. Request for proposals and designs.
- Security Cameras – lenses are fogged and need to be cleaned. Training requested for a group of people, Tom Harding to coordinate.
- 612 Foreclosure – discussion on process, Patti to contact owner one more time as to status of ownership.
- Nease HS Senior – Request from an owner that their son is looking to start a neighborhood ongoing school project of picking up trash in the community. Hal stated he was okay with this project and board had no issue.
- Road widening – Received correspondence in regards to attorney wanting to take on civil case pro-bono, etc. Association has not responded.

V. NEW BUSINESS

- Maintenance Schedule - Meeting and Maintenance Calendar – when annuals are being installed, a/c being changed, Spring-cleaning of the community, etc. Discussion on maintenance technician to do common areas. Patti will create a list of maintenance items and send to the board.
- Other - Hal requested the Board members pick a committee to oversee and pursue volunteers.

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BOARD OF DIRECTORS MEETING  
JANUARY 8, 2008

V. COMMITTEE REPORTS

- ARC – Board has been asking for proposed guidelines on trampoline/play structures, mailboxes, etc.
- Civic Affairs – Need volunteers
- Communications –Need volunteers
- Social – Need volunteers
- Covenant Enforcement – doing well
- OM&W – Need volunteers
- Finance – Diana asked to be committee Chair and pursue volunteers
- Safety & Security – Tom Harding chairing needs volunteers

Board assignments to Committees –

ARC	-	OK
Community Affairs	-	Tom Murta
Communications	-	Kim Allerton
Civic Affairs	-	Hal Hitch
Covenant Enforcement	-	OK
OM&W	-	Rick Cantwell
Finance	-	Diane Rawle
Safety & Security	-	Tom Harding

V. OPEN FORUM

- No new discussions

VI. ADJOURNMENT

Hal made a **motion** to adjourn at 8:00pm, seconded by Tom with all in favor.