

approved

SAWMILL LAKES MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
AUGUST 12, 2008
SAWMILL LAKES CABANA

MINUTES

I. ESTABLISH A QUORUM AND CALL TO ORDER

Hal Hitch recognized a quorum of the Board was present and called the meeting to order at 6:05 p.m.

A quorum was established with the presence Hal Hitch, Rick Cantwell, Diana Rawle and Kim Allerton.

Representing May Management: Patti Brown

II. APPROVAL OF MINUTES

The Board approved the July 16, 2008 minutes with all in favor.

III. FINANCIAL REPORT

Diana stated for the month of May the Association has a favorable operating variance of \$1,244 and a favorable variance of \$13,984 Year-to-Date. Diana made a **motion** to approve the May Financials. The **motion** was approved.

Diana stated for the month of June the Association had a negative operating variance of \$5,335, however the Year-to-Date variance remains favorable at \$8,649. The Association incurred some big hits in June, which resulted in the unfavorable variances, such as replacing the expensive locks on the bathroom doors, and large irrigation repairs. Diana stated that irrigation repairs have been high all year, which is a difficult thing to challenge or control unless someone with relevant knowledge is monitoring closely. A volunteer for this will be requested for this in the next newsletter. No particular concern exists, other than the high cost of repairs. The landscape service appears to be doing a very nice job overall. In addition, the clubhouse/park custodial and maintenance expenses are high for the year vs. budget. Diana plans to review these expenses in detail to break down the reasons and check for possible classification errors.

A discussion took place regarding the FDIC Insurance on the CD's, and other bank accounts of the Association. The balance maintained with the bank is over \$100,000 and it was agreed the Association should look at other institutions. The Board decided to get the paperwork started.

Diana made a **motion** to approve the June Financials. Hal Hitch seconded the **motion**, and it was approved.

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Hal stated that the newsletter was great. He questioned where the checks for the ads were being posted. Diana Rawle said she thinks they are posted as a reduction of expenses, but will research with Kenia in the accounting office. It was agreed that the income should be reclassified to "other income".

IV. PRESIDENT'S REPORT

Hal updated the Board on the Canal Authority meeting which he attended along with Diana. The budget meeting is planned for early November and the Association should have a good number for the 2009 budget. The Plantation General Manager and their Head of Irrigation are the key members of the Canal Authority, making sure the pumps are monitored and maintained. The drainage to the canal is critical to the Plantation and they are doing it for themselves as much as for the other members of the Canal Authority. A question was asked if they maintain a Reserve Fund. Hal stated they have a small Reserve currently and they have agreed to increase it.

A special thanks to Patti Gustafson for her work on the second SML newsletter.

Hal stated Beaches Energy and Comcast or AT&T were marking the streets, but have not seen any work done yet.

V. MANAGER'S REPORTS

Patti Brown received a complaint letter alleging that a homeowner's 2 large dogs are out in the front lawn everyday from 6:45 am to 10 pm. The letter requested the Board to take the necessary action. The Board discussed if this falls within the Covenants or under the County Ordinance. The Board agreed that extended barking falls within the nuisance category of the SML Covenants. The Board requested a letter be sent to the homeowner stating there has been a complaint about the dogs barking for extended periods which is in violation of the Covenants. The neighbors complaining are also to be instructed by May to contact St. Johns County to file a complaint if the situation continues.

Patti stated the newly hired maintenance person seems to be working well. The responsibilities of this person were discussed by the Board for clarification.

Two requests for home based businesses were submitted by homeowners to the board for review, and both were approved.

VI. UNFINISHED BUSINESS

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1. Directory – The Association has all of the ads and has spoken with the printer. The printing has been delayed while an effort is made to increase participation as the current participation is only about 1/3 of the community.

Some owners have emailed regarding volunteering and have asked if the Association had a wish list. It should be published in the next newsletter and owners can let the Board know what they would like to volunteer for.

2. Security Camera – There was further discussion about adding security cameras within the community and at the pool. Jeff Lahiff will be working to obtain a proposal for consideration. The security company patrols were discussed with regard to plans once schools resume.
3. Entrance Signs – The Board discussed the entrance sign and they are ready to go with ACE Designs to make and install the small sign. Patti Brown will get a check for the required deposit to move forward with the small sign for the S. entrance.
4. Palm Tree Trimming - completed
5. Paving – Paving has been scheduled for September 3rd and 4th.

VII. NEW BUSINESS

1. None

VIII. COMMITTEE REPORTS

1. ARC – 8/6 meeting minutes reviewed by board via email
2. Civic Affairs - None
3. Communications – Newsletter went out.
4. Community Affairs - None
5. Covenant Enforcement – None.
6. OM&W - None
7. Landscaping - None
8. Safety & Security - None

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IX. OPEN FORUM

Jim Snodgrass – 204 S. Mill Ridge Trail – presented a situation on his sidewalk where storm water accumulates and stands for extended periods. Mr. Snodgrass is concerned for the children who might walk in the street to avoid the water, posing a danger. He answered questions posed by the Board to fully understand the location and potential storm drainage concerns. The Board agreed that there are many areas of the community that have standing water after storms, which is unavoidable. Improvements to the drainage along the sidewalks of this nature is not considered to be a responsibility of the SML Maintenance Assoc under the storm water management responsibilities. A motion was made that no action to be taken at this time. **Motion** was approved.

Diana asked if the Association wants to allow ads from outside the community for the monthly newsletter. The Board discussed and approved such ads so long as they are relevant to the community and do not exceed two pages in length.

X. ADJOURNMENT

Hal Hitch adjourned the meeting at 7:35 p.m., with all in favor.