

Boca Heights Property Owners Association, Inc. Tudor Woods

**Association Board Meeting
Wednesday, July 21, 2010 @ 7:00pm
Loggers Run Community Middle School
11584 Palmetto Park Road
Boca Raton FL, 33428**

Quorum (Quorum Established)

Board Members:

Bill Darling	Present
PJ Dombrowski	Present
Jon Atwood	Present
Veronica Castellano	Absent
Tammie Zimbrick	Present
Edith Spinner	Present

Also Present:

CV Property Management, LLC:

Jill Koch / LCAM

Other:

Nick Allen

- I. Call To Order @ 7:12 pm by Bill Darling.
- II. Reading of the Minutes by Bill Darling. Bill Darling made Motion to approve the Minutes, seconded by Jon Atwood and passed unanimously.
- III. Management Report by Jill Koch.
 - a. Bill Darling spoke to Boca Pool about the plate at the bottom of the pool not being secure. In order to secure the plate, the pool will need to be shut down for a couple of days, drained and refilled. Since it is summer time, the pool company came up with a temporary fix to install 6 clips on the plate. In September, the pool will be shut down and the plate will then be permanently secured.
 - b. Board agreed that Nick Allen should provide a proposal to paint the fence with the new paint color as a test run.
 - c. Jon Atwood made a Motion to accept the Allstate Proposal (Jill...how much \$'s?) with the amendment of adding a one year warranty. The second was offered by PJ Dombrowski and unanimously carried.
 - d. CVPM to get a second proposal for striping the 10 parking spaces by the pool. This proposal shall be provided to the Board via email.
 - e. Bill Darling made a Motion to accept the proposal from Allen Custom Millwork to remove the existing picnic table that is in disrepair in the amount of \$225.00. The second was offered by PJ Dombrowski and unanimously carried.
 - f. Board to approve list drafted by CVPM of Nick Allen's tasks and responsibilities during his 6 hours of maintenance time on property.
 - g. Pool deck is full of weeds - CVPM directed to have this taken care of immediately.

- h. Alliance contract- Jack Jaiven did a great job with the revisions of the contract. Bill Darling has prepared a list of about 12 homeowners to start with; however, he wants to give Alliance the option of which accounts to tackle first. Board will sign contact with the correction of section 2.2 typo.

IV. Financial Report not discussed - Board Members were provided copy of June financial statements and AR delinquencies and Security Deposits as of the end of June to review.

V. Maintenance Report

- a. CVPM to oversee Nick Allen mowing the lawns of all houses that are vacant - just the visible areas

VI. New Business

- a. A copy of the violation report will be provided to each board member in future management packages. The report will include the status of each violation. Violations on hedges must be taken care of immediately; hedges are overgrowing on to sidewalks.
- b. Replace ficus hedge in the front of the community where there are 3 to 4 gaps with 3 gallon ficus hedge. CVPM to notify homeowners who have gates at the front of the community that their gate is to open in, not out.
- c. CVPM to get a professional sign made for the front entrance display case and pool display case. The sign should include CVPM contact information next Board meeting date and website information.
- d. CVPM to have sinking pavers around pool repaired, including one broken paver by pool gate.
- e. CVPM to check records to find who repaired the pool fiberglass. The fiberglass has 2 cracks and the work has a 20 year warranty.
- f. CVPM to have Boca Pools determine why air bubbles are coming out of the pool.
- g. When fountains are low, they need to be shut off so the pump isn't damaged.
- h. CVPM to request that Sheriff's department tour property more frequently.

VII. Meeting Adjournment by Bill at 8:45pm.

X _____
Secretary

All Approved Minutes are available at Management Office.