

**East Lake Woodlands Condo VII
Board Meeting Minutes**

Board Meeting 2.20.2020 Little Clubhouse			
Meeting called by	Diana Hashaw		
Type of meeting	Executive		
Facilitator	Beverly Neubacker		
Note taker	Susan Knight		
Parliamentarian	Not Assigned		
Attendees	Carole Cappel, Diana Hashaw, Susan Knight, Jeanne Arca, Al Kaan (phone), Beverly Neubacker		
Mtg Called to Order:	6:45 PM		
Quorum Established:	yes		
Minutes Approved:	Motion to accept January minutes made by Carole, 2nd by Al		
Subject	Communication Committee		
Presenter	Carole Cappel / Lissa Bradford		
Discussion	Committee is complete with Lissa Bradford as Chair, Josh Bradford, Jack & Sabrina W and Susan Knight as members		
Conclusions	Approved to move forward with committee functions; Roster has been approved		
Action Items	Person Responsible	Deadline	
1. First meeting scheduled, 2.20.2020	Lissa Bradford	2.20.2020	
Subject	Financial Committee		
Presenter	Carole Cappel		
Discussion	Create a Financial Committee		
Conclusions	Approved to move forward		
Action Items	Person Responsible	Deadline	
1. Sign Resolution to establish Financial Committee	Susan Knight	3.1.2020	
2. Assign Chair and members	Susan Knight	3.26.2020	
Subject	Cox Fire Safety		
Presenter	Diana Hashaw		
Discussion	Update on installation of Bldgs. 1,2,3,4; advised residents that the remaining bldgs are expected to be complete before Memorial Day		
Conclusions	Final install dates pending		
Action Items	Person Responsible	Deadline	
1. Beverly will follow up with Cox on firm start date for Bldg 1	Beverly Neubacker	ASAP	
2. Beverly will post dates on bulletin boards Cox will need access to Bldg 1	Beverly Neubacker	ASAP	
Subject	Recycling		
Presenter	Beverly Neubecker		
Discussion	Larger recycle bins for residents		
Conclusions	Soles Recycling does not have larger bins except for large dumpster size.		
Action Items	Person Responsible	Deadline	
1. Motion made to postpone discussion	Carole Cappel	n/a	
Subject	Pool Furniture		
Presenter	Susan Knight		
Discussion	Purchase of new or repaired pool chairs		
Conclusions	Review quotes, see samples of new chairs, colors, etc		
Action Items	Person Responsible	Deadline	
1. Board to discuss and decide on most cost effective	Board	3.26.2020	
2. Review quotes	Board	3.26.2020	
3. Motion to table the discussion	Board	3.26.2020	
Subject	Bat Complaint from resident in Bldg 2		
Presenter	Diana Hashaw		
Discussion	Bats found in attic of 214 Mary Bev contacted inspector, waiting for report. Carole contacted Friends of Bats organization, received informative document for further review		
Conclusions			
Action Items	Person Responsible	Deadline	
1. Have Friends of Bats present to Board	Carole Cappel	3.26.2020	
Subject	Driveway Seal Coating		
Presenter	Diana Hashaw		
Discussion	Driveway and under carports are in need of sealant. Asphalt was put down approximately 5 years ago, it's never been sealed.		

**East Lake Woodlands Condo VII
Board Meeting Minutes**

Conclusions	Get quotes		
Action Items	Person Responsible	Deadline	
1. Get at 2-3 quotes on cost for seal coating of driveway	Beverly Neubecker	3.6.2020	
MOTIONS			
Motion	Meeting to Order 6:45 pm		
Made by:	Diana Hashaw		
Seconded by:	Jeanne Arca		
Resolved	Called to Order		
Motion	Communication Committee		
Made by:	Carole Cappel		
Seconded by:	Diana Hashaw		
Resolved	Unanimous vote - 5 board members		
Motion	Compliance Committee		
Made by:	Carole Cappel		
Seconded by:	Diana Hashaw		
Resolved	Unanimous vote - 5 board members		
Motion	Recycle Bins		
Made by:	Carole Cappel		
Seconded by:	Jeanne Arca		
Resolved	Unanimous vote - 5 board members		
Motion	Accept Mtg Minutes of 1.20.2020		
Made by:	Carole Cappel		
Seconded by:	Al Kaan		
Resolved	Unanimous vote - 5 board members		
Motion	Table discussion on Pool Furniture		
Made by:	Al Kaan		
Seconded by:	Jeanne Arca		
Resolved	Unanimous vote - 5 board members		
Motion	Meeting Adjournment -- 7:45 pm		
Made by:	Diana Hashaw		
Seconded by:	Carole Cappel		
Resolved	Unanimous vote - 5 board members		
Minutes Approved:	Date:	Signature:	

Board Meeting: February 13, 2020			
OPEN FORUM - Comments/Request by Residents prior to Call to Order 6:30-6:45 PM			
RESIDENT QUESTIONS	1. Spectrum contract pricing-seeks better package to see residents money. Planting of trees behind buildings 4, 5, 6 on inspection of building 1-sinkhole. Palm behind building 2		
Discussion	Board discussed above issues and will follow up		
Action Items	Person Responsible	Deadline	
1. Contact Spectrum for package deals	Beverly Neubecker	3/26/2020	
2. Contact landscape contractors for bids on trees	Beverly Neubecker	3/26/2020	
3. Board of Directors will pull old contract and review terms	BOD	3/26/2020	
4. Violation letter will be sent regarding Brazilian Pepper	Beverly Neubecker	3/26/2020	