

WISTERIA PARK HOMEOWNERS ASSOCIATION
HOA Board Meeting Minutes
August 19, 2024, 3pm
Zoom Meeting

Call to order: The meeting was called to order at 3:01pm.

Determination of Quorum and Proper Meeting Notice: A quorum was established with the following members present; Dave Hooper, Louie Roseman, Lori Crick, and Ken Barbalato. Meeting notice was sent and posted in accordance with FL ST 720 and the association's governing documents.

Approval of previous Board meetings Minutes June 24, 2024, **MOTION** made by Lori, seconded by Ken to approve the meeting minutes as presented. MOTION passed unanimously.

Reports of Officers and Committees:

President: Dave reported on the following:

- 2023 financial review is complete. The full report will be posted on the portal this week.
- Vantaca transition is going well. Owners should have signed up by now. This is a great tool.
- The pool security system is up and running. Reminder, one access card per home. Please contact Sunstate if you need an access card and arrange an onsite pick up with a Board member. Cards will not be mailed.
- Pond and gazebo signs have been installed today. Thank you, Louie.

Vice President: Lori reported on the following:

- Solitude Lake Management as of July 18th – cleared debris from ponds 2 and 4. All ponds have been treated. Pond levels are full.
- Brightview responded very quickly after the storm. Well done.

Treasurer: June 30, 2024, financials are posted. Dave reported on the following:

- Maryann is working in the new Vantaca system. Maryann has logged in. She can see and approve invoices.
- Budget preparation underway. Please let Maryann know of any projects for 2025 and funds requested.
- Maryann is working on re-classing some expenses for 2025.
- CD maturing in September. MOTION made by Dave, seconded by Lori to purchase another CD for current interest rate (at least 4.5%) for \$100,000 (Truist offering MM at 4.5%). MOTION passed unanimously.
- Review of insurance is underway. Renewal is September 1st. MOTION made by Dave, seconded by Ken to approve the renewal. MOTION passed unanimously. Any needed changes would be ratified at the September meeting.

Secretary: Ken sent email to the Board requesting feedback on pond planting quotes (RFP created by Ken).

ARC: Going well. A few standard approval requests.

Hardscape: Spa auto-fill needs repair. Autofill will be replaced. The cost is \$1,400.

Long-Term Plan:

Pond Management: See VP report.

Common Area Landscape & Irrigation: Brightview is doing a nice job. Mango Park HOA homeowners along 91st were reminded not to dump debris in the ditch. Louie applied Wet & Forget to dirty sidewalk and common area items.

East Side Landscape: No new update. Vantaca work order system tracks the work orders submitted by owners and sends them directly to Brightview. We are looking to add a step to better track open items. Mulch planned for November.

Managers Report (Action Items, Violations, etc.) : Nicole read the summary report aloud.

- Official Notice of Late Assessment was sent.
- June 30, 2024 financial completed and posted.
- 2025 draft budget worksheet will be sent with July financials by end of August.
- Corporate Transparency Act : Board members fall under this requirement. Deadline is 12/31/24.
- Board members required continuing education, 4 hours annually. Deadline is 6/31/25.

Owner Comments:

- Rob Russell commented that the community is looking great.
- Gail Larose commented that the community looks fabulous.

New Business:

- Removal of Pool Curb: Completed.
- 2025 Budget Proposal: Board Budget meeting to approve 2025 budget will be held on October 28, 2024. The first draft will be sent to Board with the July financials.

Next meeting September 23, at 3pm Location: ZOOM Meeting

Adjournment: With no further business to discuss, the meeting adjourned at 3:35pm.

Wisteria Park HOA documents are available at: www.wisteriaparkhoa.com