

**vvCHARLESTON COURT AT ABACOA HOMEOWNERS ASSOCIATION, INC.**  
**Board of Directors Meeting**  
**Wednesday – July 20, 2005 -- 7:00 P.M.**  
**Location: Tuscany at Abacoa Community Center**

A meeting of the Board of Directors of the **CHARLESTON COURT AT ABACOA HOMEOWNERS ASSOCIATION, INC.** was held in the Tuscany at Abacoa Community Center, Jupiter, Florida at 7:00 p.m. on Wednesday, July 20, 2005.

The following were present:

	Lynne Hoffman, President
	Peter Canavan, Vice President
	Paul Christopher, Secretary
	James Hotchkiss, Treasurer
Absent	William Maer, Secretary
	Diane Lea Phillips, LCAM, CPM Bristol Management

Lynne Hoffman, by virtue of her office, called the meeting to order at 7:05 p.m. and noted a notice of the meeting was duly given and a quorum was available.

#### **MINUTES**

A motion was made, seconded and unanimously approved by Board of Directors, minutes of June 15, 2005 as there wasn't a meeting in August.

#### **FINANCIAL REPORT**

James Hotchkiss gave the financial report and there was a motion to accept the June 2005 financials. It was seconded and unanimously approved.

The Assessment Collection Procedures were reviewed and it was decided to use the procedure drafted by another community. It will be submitted at the July meeting for signatures.

#### **MANAGEMENT REPORT**

1. **Irrigation** – Hoover Pumpage Report – Due to the electrical damaged done by contractors from the builder of Antigua the system lost power and further damage to the controller lost all previous records. It is being repaired and will be monitored. The Board approved repairing the cost for \$750 located at the pool cabana area.
2. **Violation Inspection Report – History Report – Letters** were reviewed. It was decided that copies of the letters would not be required in the future only the reports.
3. **Work Order History** reports were reviewed.
4. **Gutter Update** – No date at this time when the gutters will be repaired and it was decided to stay with Extreme Gutters due to the cost of the repair.
5. **Park Benches** – The benches are being installed by Clean Source.

6. **Pressure Cleaning** -- Bids were reviewed and James Hotchkiss disclosed at the meeting that he is now working for his mother who owns Clean Source and who's bid is being considered for selection. James volunteered to resign from the Board to prevent any type of conflict of interest as Clean Source will be installing the benches, has the contract to clean the pool cabana and is bidding on the pressure cleaning of the buildings. James noted that his mother requested that he join the business as the business has grown and needed the additional help and professionalism. The Board felt that as long as he had no access to other bids previous to Clean Source submittal of their bids for work and he was not privy to any information other than the bids specifications that are sent to all contractors and he refrain or dismiss himself during discussions of such current or future bids then they felt it would not be a conflict of interest. The Board did not want James Hotchkiss to resign. If in the future, it became apparent that it would not work they would have further discussions at that time.
7. **Abacoa Golf Club Letter** – The letter was effective as the golf course has been cleaning up.
8. **112 Wentworth Court Complaint Removal of Trees** – Lynne Hoffman will execute a letter explaining to the owner that the exterior is being maintained by the Association and therefore any installation of any landscape must be approved by the Association.

#### **OLD BUSINESS**

1. **Landscaping** – Parker Yannette Architects and Diane Phillips met with the Abacoa POA to discuss the landscape plan and they will notify us shortly of their decision to allow various type of palms to replace the trees that did not stand up during the hurricane. Once that is done bids will be requested for installation of the trees.
2. **Newsletter** – James Hotchkiss is almost finished with the final copy and it should be mailed shortly.

#### **NEW BUSINESS**

1. **Towing Signs** – James Hotchkiss said that three or four signs could stand to be replaced. Diane Phillips said she would review and suggest how many should be done and where.
2. **Workmen's Compensation** – The Board wanted a bid on how much does it cost to get workmen's compensation as a rider to the Association policy.

There being no further business a motion was made, seconded and unanimously approved to adjourn the meeting at 8:25 p.m.

Respectively Submitted,

Diane Lea Phillips, LCAM, CPM  
For and on behalf of the  
Charleston Court at Abacoa  
Homeowners Association, Inc.