

CHARLESTON COURT AT ABACOA HOMEOWNERS ASSOCIATION, INC.
Board of Directors Meeting
Tuesday – September 20, 2005 -- 7:00 P.M.
Location: Bristol Management Offices

A meeting of the Board of Directors of the **CHARLESTON COURT AT ABACOA HOMEOWNERS ASSOCIATION, INC.** was held at the Bristol Management Offices, Jupiter, Florida at 7:00 p.m. on Tuesday, September 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 July 15, 2005 as there wasn't a meeting held in August.

FINANCIAL REPORT

James Hotchkiss gave the financial report and there was a motion to accept the August 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.

Further discussions were made in regards to investing the Reserve money in a GNMA fund call Vanguard. Lynne Hoffman asked for further information and Peter Canavan said he would email information to everyone.

MANAGEMENT REPORT

1. **Irrigation** – Hoover Pumpage Report – Copies from June 14th to September 14th were reviewed.
2. **Violation Inspection Report – History Report – Letters** were sent on various violations. There is still a violation existing with the satellite dish being too large and we should follow up immediately as another dish of the same size has been installed. A letter will be sent to the owner of their responsibility to get ACC approval prior to installing dish and that the size is not allowed.
3. **Work Order History** reports were reviewed.

4. **Gutter Update** – Gutter repairs are complete
5. **Landscape Tree Installation** – All installed and the contractor is finishing up the root barrier. There will be more landscape required where trees were replaced as some of the bushes died. Considering the location of the water meters to where the trees had to be installed only a few breaks had to be repaired.
6. **Annual Meeting Date** – It was decided to have the annual meeting on March 15, 2006. There are two directors that will be up for re-election, Lynne Hoffman and William Maer.

OLD BUSINESS

1. **Pressure Cleaning** – Clean Source has run into numerous problems with the pressure cleaning of the buildings. The owners failed to remove their belongings from the balconies and since bleach is used they didn't feel they could do that building until those items were moved. In addition, the contractor ran into trouble with the damage to the GFI's and they are now taping each one prior to cleaning. They hope to have the pressure cleaning done by the end of September.
2. **Park Benches** – We are seeking a bid to replace the one cement pad to install the last bench

NEW BUSINESS

There were discussions on whether to support the Master Assembly in having an "Activities Director". It was requested that we find out what the cost per owner would be if they did decide to hire a Director.

Lynne Hoffman requested copies of all the letters of the owner who is headed towards foreclosure so she could review and/or recommend to the Board to proceed or not.

There being no further business a motion was made, seconded and unanimously approved to adjourn the meeting at 8:30 p.m.

Respectively Submitted,

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