

CHARLESTON COURT AT ABACOA HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING - WEDNESDAY, JANUARY 19, 2005
LOCATED AT THE ISLAND AT ABACOA COMMUNITY CENTER
MEETING MINUTES

Quorum determined with Lynne Hoffman, Lee Wolff, and James Hotchkiss. Dan Clemson, Kathy Karmazin and Christine Di Renzo representing Bristol Management Services, Inc. and Ed Galbraith from Total Maintenance.

Meeting was called to order at 7:10P.M.

Minutes

The Directors reviewed the previous meeting minutes. James made the motion to accept the minutes as written, second by Lee. Motion passed all in favor.

Financials

Kathy Karmazin gave an overview of the financials, concluding that the community overall is in good shape ending the year with a surplus. Inefficiencies with the budget were found with the Fertilization line item; it appeared that the beginning numbers for the 2004 Budget were not calculated correctly. It was also discovered that Total Maintenance has billed a 5% increase for the 2003/2004 fiscal year. Lee made a motion to accept the financials, James second the motion. Motion passed all in favor. James made a motion to retain the reserve interest account until it can be determined where to place the monies, second by Lynn. Motion passed all in favor.

Management Report

Christine gave the December 2004 management report.

OLD BUSINESS

Hurricane Expenses

Ed Galbraith was invited to discuss the Hurricane expenses that have been charged to the Association since September 2004. Ed explained that there had been 30-man crew working to restore the property after the Hurricanes. For the tree staking there were three contracted vendors to perform the workload specifically to stake trees and clear the roadways and to remove any potentially dangerous debris. Ed spoke about the use of large trucks to haul the debris away from the property and the use of chain saws and material needed for the removal and replanting of trees. Lynn requested an inspection be performed to obtain a detailed list of the landscape material that has been removed, what still needs to be removed, and what needs to be replaced. James made a motion to have Ed provide the Board with a proposal of the landscape material that needs to be replaced, brick pavers, concrete work, and recommendations of what material to install as replacement, second by Lee. Motion passed all in favor.

Annual Meeting

The Annual meeting will be held on March 16, 2005 at 7:00P.M. located at the Independence Middle School. James made the motion to accept the Annual Meeting date for March 16, 2005, second by Lee. Motion passed all in favor.

Amendment

The roof amendment was tabled and not discussed during the meeting.

Landscape Architect Proposal

There were no proposals received.

NEW BUSINESS

Total Maintenance Landscape

Lynn discussed that annuals were not planted on Frederick Small Road. James made the motion to get two bids for landscape maintenance by the landscape specs and restoring the community and for a landscape architect to provide recommendations for replacement material (to replace the oak trees in the carriage ways). Second by Lee. Motion passed all in favor.

Oak Trees

This applies to the above motion to have a landscape architect provide a list of material that would replace the oak trees in the carriageways.

Other

Board packages: Lee has requested that the board packages be provided to the Directors in a two-part system. One package to include the detailed material for the agenda and a second package that is for the meeting that summarizes the agenda in 5 or 6 pages. The treasurer should receive the full financials including the sales of units within the community. Punch list of ongoing projects to be provided within the package. The punch list as of today should include; benches, FPL light poles, pressure cleaning, caps for the sunburst on pool gates, and roof inspections.

With no further business before the Board of Directors the meeting was adjourned at 10:00P.M.