



CAMBRIDGE AT ABACOA HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting

December 20, 2004 7:00 PM

MINUTES

The Board of Directors of Cambridge At Abacoa Homeowners Association, Inc. met on December 20, 2004 at 7:00 PM in the community center. Directors present were Patricia Feinberg, President; John Armstrong, Secretary; and Ryan Copple, Vice President. Fran Sachs and Mark Outlaw were unable to attend. Chuck Strode represented *Bristol Management Services, Inc.* Several homeowners were also in attendance.

Call To Order: The meeting was called to order at 7:00 p.m. by the President. Meeting notice was properly posted, and a quorum of directors was present.

Secretary's Report: The minutes of the November 15 meeting were briefly reviewed. **Motion by Mr. Armstrong** to accept as written and presented; seconded by Mr. Copple, and **unanimously approved.**

Management advised the Directors that the Association's web page, on www.bristolmanagement.com had been updated to include copies of all approved minutes, the proposed operating budget, and other such information.

SPECIAL BUSINESS: The proposed operating budget for 2005 was briefly reviewed for the benefit of the homeowners in attendance. Questions regarding the budget were taken from the membership, and answered by the Board and management. **Motion by Mr. Copple to accept and approve the 2005 budget as presented in the final draft;** motion was seconded by Mr. Armstrong and **unanimously approved.** Due dates were confirmed as the 1st day of January, April, July and October. A copy of the approved budget will be posted on the Association's web page.

Treasurer's Report: Financial statements for the month of November were briefly reviewed by the Manager, in the absence of the Treasurer, as were accounts receivable and any collections actions currently underway. **Motion by Mr. Armstrong** to approve the Treasurer's report as presented was seconded by Mr. Copple and **unanimously approved.**

A proposal from Peter Rene & Associates, CPA for audit and tax preparation services for the year ending December 31, 2004 was reviewed; the estimated cost was \$2,750.00, and management was asked to obtain additional quotes for the Board's review.

Manager's Report: A number of items were discussed or reviewed, including the following:

Landscaping and Pest Control service quotes – This project is pending, due to the holidays and the revision of the landscaping specifications document. Management will solicit at least three quotes from service providers.

Landscaping maintenance concerns – Customer service complaints, landscaping material replacements (due to hurricane damages), and installation of mulch were discussed at length. As a result, the President will meet with the Manager to discuss these items and clarify some service issues (such as maintenance of side yards on end-Units which have street frontage) prior to the next Board meeting. *Saunders Management*, the landscaping contractor, may also be invited to meet and discuss these issues.

Playground equipment repairs – Repair or replacement of one of the side rails is needed; management has contacted Miracle Playground Equipment, the original manufacturer, and been referred to a local or regional distributor for repair parts.

137 Middlebury; pickup truck – A vehicle which was previously found to be parked in violation of the governing documents was to have had the bed covered with a 'cap,' however it appears this has not been done, and the truck is still being parked on property. Management was directed to refer the matter to the Association's attorney and ask that a demand letter be drafted to the homeowner.





CAMBRIDGE AT ABACOA HOMEOWNERS ASSOCIATION, INC.

Closings/resales – Mr. Armstrong asked to be provided with a copy of whatever information is provided to new homeowners upon the Association being notified of the closing or resale of the home.

Committee Reports:

Architectural Control - The chairman was not present, so no report was given at this time. Some concern was expressed regarding the committee's timeliness in reviewing homeowner requests; management was asked to provide any pending review requests to the President at this time.

Ron Snayberger advised that a number of homeowners were planting palm trees, without the prior approval of the ACC. Upon notification of property addresses, management will notify the owners of any improper actions.

Hospitality – Mrs. Feinberg suggested a January community event be held as a social/welcome-back gathering.

Unfinished Business:

University Commons development – The proposed development plan now includes a restaurant property and a fence along the north (Farmingdale) boundary, instead of a perimeter wall. Mrs. Feinberg advised the homeowners present that a Town Of Jupiter meeting is scheduled for Tuesday, December 21 and encouraged any concerned, adjacent residents to attend this meeting and voice their concerns.

New Business:

NEXT MEETING: Monday, January 17, 2005 at 7:00 p.m.

Carpeting in clubhouse – The condition of the carpeting in the clubhouse and the mailroom was briefly discussed. The carpets will be cleaned, and management will solicit estimates for new carpeting for the clubhouse, and tile flooring for the mailroom (non-skid finish).

Visibility at intersections – **Motion by Mr. Armstrong to remove and transplant three (3) trees located at various intersections, where the trees impede visibility of the existing STOP signs;** motion was seconded by Mr. Copple and discussed. After discussion, Mr. Armstrong agreed to **table the motion to a future meeting**, pending a review of cost estimates to move the trees. *Saunders Management* will be contacted regarding this work.

Pool key costs – **Motion by Mr. Armstrong to waive the \$50.00 fee charged to homeowners for replacing pool keys;** there being no second to the motion, the **motion died**.

Removal of Director – **Motion by Mr. Armstrong to remove Mark Outlaw as a Director, as provided in Article III, 4.D. of the By-Laws of Cambridge At Abacoa;** there being no second to the motion, the **motion died**. However, the matter was tabled by the President, to be discussed at the next Board meeting.

There being no further business to come before the Board, the meeting was adjourned at 9:30 p.m.

