



## CAMBRIDGE AT ABACOA HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting**

**September 20, 2004**

### MINUTES

The Board of Directors of Cambridge At Abacoa Homeowners Association, Inc. met on September 20, 2004 at 7:00 PM in the community center. Directors present were Patricia Feinberg, President; John Armstrong, Secretary; Fran Sachs, Treasurer; Ryan Copple, Vice President; and Mark Outlaw. 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, who noted that notice had properly been posted and that a quorum was present.

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

**SPECIAL BUSINESS:** Attorney Gary D. Fields, the Association's legal counsel, was introduced to the members present. Mr. Fields addressed the Board regarding recent customer service concerns, then reviewed recent changes to the Florida Statutes which govern homeowners associations and which took effect on July 1 or will be enacted on October 1. Mr. Fields will also provide a written summary of this changes to the Board for their review and reference. Mr. Fields also reviewed the collections policies and procedures for delinquent assessment accounts, and discussed the status of accounts currently being managed by his office.

**Treasurer's Report:** Due to the delivery of August financial statements at the time of the Board meeting, review of the financials was **tabled until the next meeting.**

Management suggested a Special Meeting of the Board be held within the next few weeks, in order to work on the 2005 operating budget; a date and time will be determined by the manager and the Treasurer.

Review of the Association's financial statements at year end, by a certified public account, was briefly discussed. It was suggested that an audit be conducted on a regular basis, perhaps every-other-year, however the recent changes to Statutes will be reviewed to see which type of statement must now be provided.

**Open Forum:** The floor was opened to allow members present to address the Board regarding items of concern or items on the Agenda. There were no comments at this meeting.

**Manager's Report** No written report was provided this month. The following items were discussed or brought before the Board for review and consideration:

Garage alterations at **123 Andover** and **114 Merrimack** have been resolved to the satisfaction of the Board.

Correspondence regarding continued violations of the architectural review provisions, by the owner of **109 Milbridge**, was reviewed; management was authorized to have the Association's legal counsel send a demand letter to the Owner to cease and desist with changes to the Lot and landscaping.

Landscaping concerns, previously noted by the Board, are being addressed and corrected by the owner of **143 Middlebury.**

Management was asked to contact attorney Fields regarding a suggested amendment to the leasing restrictions as stated in the Declaration of Covenants and Conditions. The Board wishes to see a provision that permits one (1) 12-month long lease per 12-month period, with exceptions for hardship or transfers, rather than the somewhat vague provisions that currently exist in the governing documents.





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### **Committee Reports:**

Written and/or verbal reports were provided by the following Committees:

*Architectural Review* - Pending requests were provided by management to Mr. Outlaw, for review and determination.

*Fines Review* - Ron Snayberger advised there had been no recent activity by the Committee, due to recent severe weather.

### **Unfinished Business:**

The following items were again brought before the Board -

*Engineering Study* - This matter was **tabled** as there was no information available at this time.

*Rendina Corporation, University Commons* - Management notified all parties involved of the Board's concerns as expressed at the August meeting. No response as yet. **No further action taken at this time.**

*New homeowner orientation* - **Motion by Mr. Armstrong** that the Association include the disclosures or information now required by Florida Statutes Chapter 720 (as amended) in all future 'New Resident Orientation' information packages, provided to the buyers. Motion was seconded by Mr. Outlaw, and discussion ensued. Due to the scope of materials included, **further action was TABLED at this time**, so that management may review and prepare a sample for the Board's review and consideration.

*Covenant enforcement procedures* - Management was asked to provide samples of letters which would be sent to owners in violation of the covenants, or regarding maintenance needs or other such enforcement matters, for the Board's review prior to the next meeting, so that an enforcement procedure can be agreed upon.

*Engagement of legal counsel services* - **Motion by Ms. Sachs** to rescind the motion made in July 2004, to engage services of Becker & Poliakoff, PA, due to the Board's satisfaction with the services of Gary D. Fields. Seconded by Mr. Outlaw and **unanimously approved**; Mr. Fields will remain the Association's legal counsel service provider.

*Pest prevention in clubhouse/community room* - Pest prevention efforts have been successful, as evidenced by the appearance of dead ants within the building; management will work with the janitorial service to ensure more frequent clean-up is done in the building for the next few months.

### **New Business:**

The following items were brought before the Board for consideration:

**NEXT MEETING:** Due to potential scheduling conflicts, the October meeting date will be determined later; an additional Special Meeting will be held for purposes of discussing the 2005 budget.

*Hurricane damage restoration efforts* - Management reviewed efforts to date, damage suffered, and costs incurred in restoring the community property from the recent hurricanes and severe weather. Ms. Sachs complimented the efforts of *Saunders Landscaping* in particular, and the Board concurred. Mark Huffman was complimented and recognized for his efforts in restoring electrical service within the Cambridge community, as well.

There being no further business to come before the Board, the meeting was **adjourned at 9:40p.m.**

