



HOMEOWNERS ASSOCIATION, INC.

MINUTES

October 13, 2008 5:00 P.M.

BOARD OF DIRECTORS MEETING

BRISTOL MANAGEMENT SERVICES, INC.

1930 COMMERCE LANE, JUPITER, FL 33458

Steve Brooks, by virtue of his office as Vice-President, called the meeting to order at 5:02 p.m. and noted that a notice of the meeting was duly given and that a quorum was present.

The following were present: Vice President --Steve Brooks

Secretary/Treasurer – Susan Robinson

Bristol Management-- Steve Inglis, PCAM

Bristol Management --Vern Hetherington, LCAM

Association Attorney-- Gary Fields, PA

- MOTION was made by Steve Brooks to reorganize the officers of the Old Trail Board of Directors and to make Susan Robinson the President/Treasurer, and Steve Brooks the Vice-President/Secretary. The MOTION was Seconded by Susan Robinson. All Approved the MOTION.

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- A MOTION was made by Susan Robinson to accept the Minutes of September 15, 2008 as submitted. The motion was seconded by Steve Brooks. The Motion carried.

FINANCIAL REPORT:

- Susan Robinson explained a refund had been received and deposited in the amount of \$1,474.51 from the Ranch Colony Property Owners Association, Inc. which represents a refund of a portion of the \$5,000 contributed by OTHOA for the Save the Cypress Creek Fund.
- Susan Robinson said that Viniar & Rives has been engaged to conduct a Special Procedures Engagement to review cash disbursements and procedures associated with the preserve cleanup. MOTION was made by Susan Robinson to retain the services of Viniar & Rives to conduct the Special Procedures Engagement Audit. Motion was Seconded by Steve Brooks. All Approved the MOTION.
- Fred Dulas, Viniar & Rives, provided a 'draft' Independent Accountant's Report for cash disbursements for the period of January 1, 2008 - September 26, 2008. The

Board
provide a
period for



agreed to
ten-day
submission

of original receipts and documentation from John Marmaduke. Report is attached to these Minutes.

MANAGEMENT REPORT: Provided by Vern Hetherington

- **Provided an overview of the Notice from Martin County regarding the preserves, including contacting the Martin County Administrator and initiating the process of RFP's for addressing the issues. Contacts with vendors are under review and Steve Inglis noted that he would be contacting Jonathan Landing Golf Club to assist with the coordination of efforts regarding the Notice.**

New Business:

- **Martin County Notice was discussed under the Management Report**
- **Preserve Cleanup and Maintenance:**
 - a) **There was a general discussion by the Board on this issue. The attorney, Gary Fields, indicated that John Marmaduke had bought up the letter he received for a request for documents and inventory of equipment and indicated that it did not allow him enough time. Gary Fields suggested that the Board allow John Marmaduke ten (10) days, and send him a letter to that effect. The Board was in agreement that was a fair suggestion, and so instructed the property manager to draft a letter for the Board to send to John Marmaduke.**
- **Four Party Agreement & Representation:**
 - a) **The Association attorney, Gary Fields provided an overview and status report of the Formal Agreement as required by the Mediated Settlement Agreement of the Four Party Lawsuit and Resolution.**
 - b) **MOTION was made by Steve Brooks to appoint Susan Robinson as the primary representative to the Four Party Board and to appoint Steve Brooks as the alternate Representative to the four Party Board. All Approved the MOTION. Note: The Four Party Committee Requires per their May 19, 2008 Minutes as cited below;**

- Each Association will by specific action of their respective Board appoint a Primary Representative to serve on the Four Party Committee and an Alternate to serve should the Primary Representative not be available. A copy of the minutes of the Board Meeting indicating this action shall be supplied to the Four Party Committee. Both the Primary Representative and the Alternate Member shall be current Board Members of their respective Association.

- **Art Smith ARB Request :**
 - a) **Art Smith provided an updated Landscape Plan and explanation. After a brief discussion, a MOTION was made by Susan Robinson to Approve**

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the landscape proposal as submitted and to have the homeowner contact the property manager when he is completed for a final inspection. MOTION was Seconded by Steve Brooks. All Approved the MOTION.

- Susan Robinson opened the floor to the residents for discussion and questions.
- 2009 Draft Budget Discussion – Susan Robinson noted the Ranch Colony Four Party Maintenance Association, Inc. 2009 Budget has been received. She explained the budgets are currently being reviewed as to the calculations before finalizing the OTHOA 2009 Budget. She also said that the budget impact of the response to the Notice received from Martin County needs to be assessed before the 2009 budget is finalized. The objective will be to finalize the budget prior to the Annual Meeting.
- MOTION was made by Susan Robinson to hold the Annual Meeting in January 2009. Steve Brooks Seconded the MOTION. All Approved the MOTION.
- Steve Brooks made a Motion to Adjourn. Susan Robinson Seconded the motion. The Motion was Approved unanimously at 6:10 PM.

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The Board did not set a firm date for the next meeting.