

Northfork Property Owner's Association, Inc.
BOARD OF DIRECTORS MEETING
Tuesday, May 19, 2009

ATTENDEES: Dan Guisinger, Dan Perez, Anthony Cardillo, Tom McElroy, Gary Troast and John Wood were present. Mark Slifkin was absent. Carolynne Casale, representing Bristol Management, was present.

Committee member attendees: Jill Portales, Wally Stevens

CALL TO ORDER: Dan Guisinger called the meeting to order at 7:00 p.m.

MINUTES APPROVAL:

† A motion was made by Dan Perez to approve the minutes from the April 21, 2009 meeting; the motion was seconded by Anthony Cardillo and carried unanimously.

TREASURER'S REPORT: The April financials were accepted as presented by Bristol Management. There is a discrepancy with the TOJ Water Utility billing which Bristol is handling with the town. The meter readings have been significantly higher than usual and it may be a faulty meter.

Leasing Restrictions: Dan Perez discussed the fact that the Rules & Regulations require that all rentals be for a minimum of six months and that assessments for the rental period be paid at the commencement of the lease. The covenants (Article VII, Item 4) state that: *any member who rents or leases a parcel to another shall pay to the Association the entire general assessment that will come due over the lease term, or an amount equal to one full annual assessment, whichever is less, at the start of the lease term.* He drafted a letter to be sent to unit owners currently leasing their homes. Since most owners were unaware of these requirements, notification of this covenant will be sent to all owners and those currently leasing will not be required to submit assessments for existing leases only. Any future leases for these three units will require complete compliance.

† A motion was made by Dan Perez to send out the rental requirement letter, as amended, to those units known to be leasing and to include verbiage in the Northfork Advisor; the motion was seconded by Anthony Cardillo. Dan Guisinger and John Wood opposed this motion. The motion carried with a majority vote of 4 to 2.

† A motion was made by Dan Perez to draft a letter to owners explaining the covenants on this subject and how to amend the documents should they disagree with this article; the motion was second by Anthony Cardillo and carried unanimously.

COMMITTEE REPORTS:

ARB Committee Report: (Report attached)

Jill Portales reported on the status of Units 103, 122 and 137 NRDW and 127 Renaissance; all ARB requests had been approved.

155 NRDE – a written landscaping plan was emailed and just received that day. The ARB would review the plan.

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Pending issues were at 100 Georgian Circle, 24 Victorian Lane, and 143 Victorian Lane.

ARB Inspection Form: Jill presented the board with a draft of the inspection report that the ARB was currently working on and requested any suggestions to be emailed to them.

Landscaping Report: John Wood reported that 24 dwarf Podocarpus plants had been installed at the entrance under his supervision by Top Quality Landscaping.

Phase 2 – Landscaping:

Anthony Cardillo presented the final proposals for tree pruning, paver walkways and entrance landscaping.

Proposals were approved as follows:

- 1) Pavers – U.S. Brick & Block Pavers at a cost of \$4,175 plus permit costs.
- 2) Tree Pruning/Stump Grinding/Palm Removal (entrance only) – Palm Coast Professional Tree Service - \$465.00.
- 3) Phase II Landscaping – Southern Exposure - \$11,006.00 (plus cost to move two Chinese Fan palms)

† A motion was made by John Wood to accept the proposal from Southern Exposure to do the Phase II plant installation; the motion was seconded by Tom McElroy and carried unanimously.

The order of projects should be: tree trimming, pavers walkways and landscaping.

The board also requested that BMS obtain estimates for electrical light repairs at the entrance area. There are lights that don't work, wires that are not connected to fixtures and may be active, etc.

OLD BUSINESS:

Fountains: Tony Cardillo reviewed the proposal received from Fountaining. This firm will rebuild both fountains to appear identical and warranty his work for three years at a cost of approximately \$4800. The board requested a meeting with Bill Norman to discuss how this can be done. BMS will contact them for a June 11th meeting.

Island Way Wall: proposals were received from three vendors (Fresh Earth Nursery, Southern Exposure and Rood Landscaping. The board accepted the Rood Landscaping proposal for \$5,181.90, but this needs to be sent to the TOJ for their approval as well. We will hold off until we get the well proposal from Jupiter Pump & Well; once received, the whole package will be sent to the TOJ for final approval and subsequent reimbursement.

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NEW BUSINESS: There was no new business before the board.

ADJOURNMENT:

With no further business before the Board, a motion was made to adjourn. Meeting was adjourned at 8:45 p.m. The next scheduled meeting is to be held on June 16, 2009.

Respectfully submitted by,

Carolynne Casale

Carolynne Casale, LCAM

Minutes Approved: June 16, 2009