

Sago Point Homeowner's Association, Inc.

Board of Director's Meeting Minutes

Date: February 22, 2018

- Board Attendees:**
- Tara Kearney, President
  - Bill Roberts, Vice President
  - Jean McDonald, Treasurer (absent)
  - Cheryl Moss, Secretary
  - Lori Hubbard, Director

**Agenda:**

Agenda Item	Discussion	Resolution
1. Call to Order	The meeting was called to order at 7:05pm by Tara	N/A
2. Approval of meeting minutes	The meeting minutes of March 30, 2017 were approved	N/A
3. Establishment of a Quorum	33 proxies were received prior to the meeting; quorum is 28	Quorum established
4. Proof of Notice of the Meeting	Notice was distributed to residents 30 days prior to meeting and notice was posted on the community board 2 weeks prior, as well as an e-mail notice was sent 48 hours prior.	Appropriate notice achieved
5. Presentation by Westcoast	Account manager, Mike Newsome spoke. The new 1 year contract became effective in January. Services include: mowing, irrigation, fertilization/pest control, trimming and detail.	N/A

	<p>2018 calendar includes: palm trimming 2x year (March/April) and (Sept./October), mulch prior to Thanksgiving, fertilizer inspection – monthly and spot treat, irrigation inspection – 1<sup>st</sup> and last week of month of entire system, leaf clean-up scheduled for 2/23/18.</p> <p>Mike requested residents to use the website form to notify Westcoast of any issues.</p> <p>Mike stated that residents will be charged for items/services that are their preference; service charge is \$75. (Example: turning off sprinklers for X-mas decorations, or non-emergency issues wanting to be resolved prior to next scheduled visit)</p>	
<p>6. Resident questions of Westcoast</p>	<p><b>Will schedule of services be published?</b>  Yes – it will be emailed to HOA board for distribution</p> <p><b>Several houses have sprinkler heads not working properly – just bubbling instead of spraying</b>  Mike took the addresses so an inspection can be done</p> <p><b>Routine fungicide treatment is 2x annually</b>  Residents would be charged for monthly treatment as needed</p> <p><b>It was noted that the sidewalks are Bayou Club's responsibility.</b></p> <p><b>Mike Newsome cell: 727-643-8639</b>  <b>mnewsome@westcoastlines.com</b></p>	<p><b>All resident questions answered</b></p>

5. Presentation of 2018 Budget	<p>Bill Roberts presented the budget, which is predicated on collection of monthly fees. There is currently 1 house not paying. In 2018 the attorney fees were reduced from 2017 since those expenditures were unusually high.</p> <p>Note: by state statute residents should receive a copy of the balance sheet showing what was actually spent. This will be done within the next 30 days.</p>	Budget accepted
7. Election of Directors for 2018	<p>Gary Hewetson introduced himself.</p> <p>A total of 122 votes were cast: 61 each for Gary Hewetson and Jean McDonald</p>	New Board members elected without opposition
8. Open Forum	<p>Reviewed security issues that were discussed at the Bayou Club HOA meeting on 2/21/18.</p> <p>Should parking be allowed on only 1 side of the street</p>	N/A
9. Presentation of 2018 Board of Directors	<p>Bill, Lori and Cheryl have 1 year remaining Gary and Jean have a 2 year term</p>	N/A
10. Adjournment	<p>The Meeting was adjourned at 8:05 pm</p>	N/A