

**ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
NOVEMBER 21, 2016**

BOARD MEMBERS PRESENT:

Dean Morrow – President
Christine Daily – Vice President
Viggo Boserup – Secretary
Max Ko – Member at
Large/Assistant Treasurer

BOARD MEMBER ABSENT:

Mike Lanni – Treasurer

MANAGEMENT REPRESENTATIVE:

Renee Barger, CMCA, AMS
Keystone Pacific Property
Management, Inc.

CALL TO ORDER

The meeting was called to order at 5:00 PM by Board President, Dean Morrow, at the One Ford Road Community Clubhouse.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion (4/0):

- A. **Approval of General Session Meeting Minutes/Architectural Submittal Report – RESOLVED**, to approve the General Session Minutes as amended for the Board of Directors meeting held on October 19, 2016 and to accept the Architectural Submittal Report for October 12, 2016 through November 10, 2016.
- B. **Approval of Special General Session Meeting Minutes** – This item was pulled from the consent calendar for further discussion.
- C. **Executive Committee – Ratification of Decisions – RESOLVED**, to accept the decisions of the Executive Committee.
- D. **Financial Statement – RESOLVED**, to accept the October 31, 2016 Financial Statement, as submitted.

UNFINISHED/NEW BUSINESS

- A. **Approval of Special General Session Meeting Minutes** – A motion was made, seconded and carried to ratify the action taken and approve the Special General Session Minutes as recorded for the Board of Directors meeting held on November 3, 2016. (3/1 – Max Ko, No)
- B. **2017 Draft Budget, Budget Justifications and Reserve Maintenance Disclosure** – A motion was made, seconded and carried to approve the proposed 2017 budget and reserve maintenance disclosure with a \$22.00 increase to the monthly assessments bringing the total monthly assessments to \$472.00. (4/0)

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- C. **Wood Trellis Repair Proposals** – A motion was made, seconded and carried to postpone this item until the December meeting for further discussion. (4/0)
- D. **Landscape Proposals** – A motion was made, seconded and carried to postpone this item until the December meeting for further discussion. (4/0)
- E. **Family & Adult Social Committee Budgets** – A motion was made, seconded and carried to approve the Holiday Event budget, for a cost not to exceed \$12,000.00. (4/0)

A motion was made, seconded and carried to hire an event coordinator for the Holiday event, for a total cost of \$45.00 per hour for a total of six (6) hours. (4/0)

- F. **Concrete Repair Proposal** – A motion was made, seconded and carried to approve the proposal from Concrete Hazard Solutions to remove and replace approximately 48 total square feet of concrete near the Volleyball court on Spanish Bay Dr., for a total cost of \$1,200.00. (4/0)
- G. **Fire Protection Equipment Proposal** – A motion was made, seconded and carried to provide and install two (2) 1 ¾ gallon water mist fire extinguishers for the pool pump rooms, provide and install four (4) 5lb. ABC fire extinguishers with 818A surface mount cabinets for the grill areas and replace one (1) condemned 10lb. ABC fire extinguisher with a new 5 lb. ABC fire extinguisher, for a total cost of \$1,580.00. (4/0)
- H. **Tot Lot Committee Update** – No action was taken.
- I. **Vendor Appreciation Luncheon/Breakfast** – A motion was made, seconded and carried to approve a budget not to exceed \$1,500.00 to host a Vendor/Volunteer Appreciation Luncheon for 2016. (4/0)
- J. **Maturing CD's** – A motion was made, seconded and carried to invest the following CDs that are near their maturity date at the highest interest rates available (4/0):

Reserve MLCD Bank of India 6 month CD maturing on 1/4/17 for \$249,000.00
Reserve MLCD Farmers State Bank 6 month CD maturing on 1/20/17 for \$249,000.00
Reserve MLCD Safra Natl Bank 6 month CD maturing on 1/30/17 for \$249,000.00
Reserve MLCD Synchrony Bank 4 month CD maturing on 1/9/17 for \$249,000.00

- K. **Mailbox Post & Street Light Installation Proposal** – A motion was made, seconded and carried to approve the proposal from E-Dan Construction to repair one (1) mailbox and one (1) street signpost as per detail prepared by Structures, Inc., for a total cost of \$1,000.00. (4/0)
- L. **Security Patrol** – A motion was made, seconded and carried to approve additional security patrol on weekday mornings from 7 a.m. to 11 a.m. for one month beginning on January 1, 2017 on a trial basis. (4/0)

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- M. **Mailbox & Light Post Cleaning** – A motion was made, seconded and carried to postpone this item to the December meeting for further discussion. (5/0)
- N. **Guard House – Hot Water Proposals** – A motion was made, seconded and carried to approve the proposal from James Le Court Plumbing to supply hot water to the Bison and Ford guard houses, for a total cost of \$1,175.00. (4/0)
- O. **Delinquent Account** – A motion was made, seconded and carried to place a lien on account with APN#442-471-53 for the collection of past due assessments and applicable charges. (4/0)
- P. **Punch List Items** – No action was taken.
- Q. **Next Meeting Agenda Requests** – No action was taken.
- R. **Newsletter/Eblast Items** – No action was taken.
- S. **Next Meeting Date** – The next Board of Directors meeting is scheduled for Wednesday, December 14, 2016 at 5:00 PM at the community Clubhouse.

HOMEOWNER FORUM

There were several homeowners in attendance to observe the meeting and to discuss the following items: birdhouses and architectural processing.

COMMITTEE REPORTS

- A. **Committee Reports** –
1. Architectural
 2. Landscape
 3. Facility/Maintenance/Janitorial
 4. Safety, Security & CERT
 5. Fitness Center
 6. Adult Social
 7. Pool
 8. Family Social

ADJOURNMENT

With no further items to discuss, the General Session meeting was adjourned at 7:01 PM.

ACCEPTED: _____



DATE: _____



