

DEERWOOD PLACE MASTER ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
March 30, 2010
Clubhouse Deerwood Place

MINUTES

A quorum was established with the all Board Members present: Bill Woods, Dean Gilliland, Jim McMurry, AJ Richwine, Ann Moberg, Josh Ashby and Craig Colbert. Also, present was Lauren Andersen and Kim Balaskiewicz of Madison Property Management Solutions.

Craig Colbert called the meeting to order at 7:05 p.m.

Proof of notice was posted on the property at least 48 hours prior to the meeting.

Owner Discussion:

Craig Colbert thanked Dean Gilliland for assisting with the common area lights project.

The minutes of January 25, 2010 Board of Directors meeting was reviewed by all Board Members.

Motion was made by Dean Gilliland, seconded by Josh Ashby to approve the minutes of January 25, 2010 Board of Directors Meeting as written. Motion carried unanimously.

Deerwood, LLC update given by Lee Jesser:

Lee Jesser is now the President of the Deerwood, LLC Board of Directors. He let the members know that Continental is the Management Company and he is working closely with them on various projects including having the speed bumps and curbs repaired and the litter along the fence line addressed. The next Board Meeting for Deerwood, LLC is on April 12, 2010 at 5pm.

Financial Update – Craig Colbert and Jim McMurry

The Master Association's financial situation is poor at this time. The Association needs to cut back on spending and additional services such as extra landscaping enhancements. The Association was able to save money on various things such as the Reserve Study, Insurance Renewal and the Fountain Repairs, but the money spent still needs to be monitored closely. In review of the most recent P&L, the Association is over budget for lights, irrigation repairs, gas and electric.

Under section 7.13 in the Declaration, it outlines the parameters on the use of the Capital Contribution Fund. This is a fund that all new Owners are required to contribute to upon purchase. The first solution is to take \$25,000 from the fund and use it for operating expenses and not pay it back. The Association is currently seeking legal opinion regarding how these

finds can be used. The second option is to take the \$25,000 and use it for operating expenses and pay it back over time. Another option is to raise the Assessment amount.

There is a JEA deposit that was also discussed. The Association was required to put roughly an \$11,000 deposit on their account. This has affected the Association tremendously. There is an option to write a letter of credit through The Jacksonville Bank and get the cash back.

Motion was made by Josh Ashby, seconded by Ann Moberg to approve issuing a letter of credit through The Jacksonville Bank to cover the JEA deposit. Motion carried unanimously.

Motion was made by Josh Ashby, seconded by Craig Colbert to move \$25,000 to the operating account from the Capital Contribution Fund with a footnote indicating the money was transferred upon receipt of the attorney opinion being obtained. Motion carried unanimously.

Motion was made by Jim McMurray to increase the assessment amount. The motion was not seconded. Motion denied.

The Association will continue to monitor the operating account until it is determined if the money can be transferred.

Josh Ashby requested the Association number or building number be clearly defined on the Master Association financial statements.

Past Due Assessment Procedures

The procedure for collections was discussed. It was requested that on the bottom of the statements, a footnote be added that addresses the fact that if you have a balance over 30 days, it will be sent to the Associations Attorney and additional fees will be incurred. The timeline of collections was also discussed.

Motion was made by Craig Colbert, seconded by Josh Ashby to approve the collections procedure timeline to be at 30 days past due – a statement is mailed, at 60 days past due – the file is turned over to the attorney and a simple collections letter is mailed, after the simple collections letter is sent a notice of intent to lien is issued then the lien in accordance with the Florida Statutes. Motion carried unanimously.

Landscaping Update

The Landscaping Committee Report is attached.

Architecture/Maintenance Update – AJ Richwine

The drainage issue behind building 500 is being addressed by Luke's Brothers. They will be installing a French Drain. The proposal for \$3,142.50 was previously approved by the Board via email. They will begin the project on April 5, 2010.

2010 Pool Rules

Revised pool rules were presented to the Board. They are attached to these minutes.

Motion was made by Craig Colbert, seconded by Bill Woods to approve the 2010 Pool Rules as attached to these minutes. Motion carried unanimously.

Reserve Study by Armstrong Consulting

All of the Associations will be hiring Armstrong Consulting to complete the Reserve Study for Deerwood Place.

Motion was made by Craig Colbert, seconded by Ann Moberg, to approve Armstrong Consulting proposal to complete the Reserve Study for the Master Association. Motion carried unanimously.

The Book Club was tabled.

The next Master Board meeting is tentatively scheduled for May 25, 2010.

Motion was made by Ann Moberg, seconded by Dean Gilliland to adjourn the meeting at 8:28 p.m. Motion carried unanimously.

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