

**Traditions Homeowners Association
Board of Directors Meeting Minutes**

May 5, 2011

Jesse Brock Center

Meeting Room A

310 N. Dillard St., Winter Garden, FL

7 PM

Southwest Property Management: Judy Greene, LCAM

- I. Call to Order: 7:00
- II. Evidence of Meeting: Sign Posted and notice on website
- III. Establish Quorum: all Board Members present; quorum established
 - a. Shawn Kelly, President
 - b. John Cooper, Vice President
 - c. Gina Cortes, Secretary/Treasurer
- IV. Approval of Minutes from 2-8-11 BOD meeting: **Motion**, Shawn Kelly; Second, Gina Cortez, unanimous approval
- V. Landscaping Report by New Century
 - a. Jason Sheridan, President, New Century took over landscaping service 3 months ago and attended the meeting to provide a landscaping report.
 - b. Left side of entrance, dead shrubs, \$800 quote for replacing dead shrubs and mulch; Shawn requested that 2 or 3 loripedelums be added to the quote
 - c. Irrigation - some heads are located behind shrubs due to growth of shrubs
 - d. Annuals are not included in the contract
 - e. **Motion**, Shawn Kelly to approve \$800 quote; John Cooper, second; unanimous approval, New Century will start the work next week
 - f. Board requested New Century bid to remove trees and adjust irrigation at front entrance
 - g. Jason will donate plants at cost if they are planted by owners; Jason's recommendation is for seasonal annuals to be replaced four times a year but also suggested geraniums that can last year round
- VI. Security - Sargent Dawkins and Officer Sorrell, Supervisor of Patrols attended the meeting to report on issues within the City of Winter Garden. There were no critical issues to report in March or April but there have been a large number of vehicles with dome lights on or doors/trunks open throughout Winter Garden communities. Sargent Dawkins expressed concerns that WG residents in general have become complacent regarding leaving items on their car seats in plain view with the car doors unlocked and many instances of garage doors left open throughout the day and in the evening which provides an opportunity for theft. Basically, everything is going well in Winter Garden and owners were encouraged to call the Police Department anytime. Recently, there have been juveniles riding dirt bikes in the retention pond area which Office Sorrell will investigate.
- VII. Management Report:
 - a. Financials – March Financial Statements distributed to the Board and YTD Budget status reviewed
 - b. Property Report – Distributed to the BOD
 - c. Violations Report – Distributed to the BOD, a large number of recent violations have been corrected

- d. Payment Plan – Owner request distributed to the BOD for approval; Motion by Shawn Kelly to refund \$59.95 credit on the account but fees remain; John Cooper second

VIII. Old Business:

- a. Entrance Signs – work completed
- b. Paint palette – Distributed to BOD, copy for SWPM ARC staff; Shawn will give a copy to the ARC Chair
- c. New Rules & Regs – The BOD has authority to develop and implement the new Rules & Regs and will meet with the ARC to review/discuss the final revisions to the document

IX. New Business:

- a. The By-Laws Addendum from September 1999 regarding vinyl fencing was given to Judy Greene to be posted on the Traditions website
- b. ARC process – Judy Greene will review the Association documents for specific requirements regarding ARC approvals and meeting requirements
- c. Newsletter – Judy Greene will follow up with SWPM corporate staff to confirm there is no cost for their assistance to develop a newsletter
- d. Front Entrance/Annuals Committee- Shawn Kelly would like to delegate to other owners to increase community involvement and help with costs. Todd Bandendister, Patricia Primrose, Diana Shaw and Peter Somonini volunteered for the Committee and will develop ideas for the entrance. volunteer day for annuals; Jason will move border grass; grant difficult to prepare
- e. Schedule Budget Workshop Date; 8/4 BOD mtg will schedule bud workshop

X. Committee Reports:

- a. ARC Sign In Sheet distributed to BOD – includes one request that has been approved
- b. Social/Events – No report available
- c. Safety/ Neighborhood Watch – no report available; Judy Greene will follow up with Kate Oates for the list of owners that volunteered to help implement a Neighborhood Watch program

XI. Adjournment 8:34 PM: Motion, Shawn Kelly; Second, John Cooper