



JOHNS CREEK
Johns Creek Owners Association, Inc.

MINUTES
Board of Directors Meeting

Date of Meeting: Thursday, January 19, 2017
Time of Meeting: 6:00 pm
Place of Meeting: Johns Creek Phase 2 Amenity Center
St. Augustine, Florida 32092

1. CALL TO ORDER AND PURPOSE; CALL ROLL; CERTIFY QUORUM; PROOF OF NOTICE;

Joe Taylor called the meeting to order at 6:00 p.m.

The Roll was called, and a quorum of the Board of Directors was in attendance.

A quorum was established with Chuck Dicey, Joe Taylor and Tracey Payne-Williams present.

Attending on behalf of Interlaced Property Solutions was Sherry McNees, LCAM.

2. APPROVAL OF MINUTES –Board of Director meeting November 17, 2016

Chuck Dicey made a motion to approve and waive reading of November 17, 2016 Board of Directors meeting minutes as written. Motion was seconded by Joe Taylor. All in favor. Motion carried.

Changed agenda item order to accommodate Social Committee member present. The Financial Report followed the Committee Reports. The remaining committee reports will go by order of the agenda.

3. COMMITTEE REPORTS

a. Social Committee – Social Committee Representative

Chuck Dicey reported \$3,000.00 budget for Social Committee. Social Committee representative, Kathy Sargent was present and reported she will forward a copy of the budget to the Johns Creek POA board. Kathy will submit invoices to IPS in place of request in body of an email.

4. FINANCIAL REPORT – Ending December 31, 2016

The financial report for December 2016 was emailed to the board on January 18, 2016. Chuck Dicey asked that Interlaced use letter template when mailing association budget and year-end financial report. Sherry will give a copy of the letter to Patty to use. The board requested Patty to breakdown on the aging delinquency report to association fees and fines. Chuck had question on Goldsberry report in reference to 1801 E. Willow Branch Lane. Chuck asked if there was action required by the board of the account. On page 10 of the financial report there are amounts that begin with (-) such as -\$1.00. The amounts may have derived from owners prepaying on their accounts. There was a bank draft paid in December for January 2017 what is that for? On page 14 there were insurance payments made. Chuck asked for insurance type that was paid. On page 21 where did the transfer to checking go to and why was the transfer made? Sherry will request updates and clarifications from Patty. The December 2016 financials were emailed day prior to the board meeting for board review prior to the meeting. The board requested Sherry get with Patty



JOHNS CREEK
Johns Creek Owners Association, Inc.

and
ask that she email the financials to the board on or before the 15th of each month and at least 3 days prior to future board meetings.

5. COMMUNITY ASSOCIATION MANAGER REPORT – Sherry McNees

a) **Community Association Manager report included:** Portal for owners, board and committee members, architectural policies and procedures to include importance of project completion inspections made by committee member. Upon management receiving notification from owner stating project is complete management will email the entire architectural committee. Committee member(s) will then schedule with the owner to inspect the project. Management will not inspect project for management did not approve the project. Architectural required project completion time frame listed on the approval letter. Solar panels architectural procedures and State mandate discussed. Hurricane preparedness - Does board want hurricane preparedness links and information posted on portal. D & O insurance renewed in November 2016. The information for the renewal was emailed to the board of directors. Recommend committee charters for all committees and request committee members to provide written committee report to the board prior to the board meeting for review and to report at said meeting.

6. COMMITTEE REPORTS

b) **CEC – Michelle Walling, Chairman**

No report given. Michelle Walling not present.

c) **ARB – Nancy Anderson, Chairman**

Nancy Anderson not present. Chuck Dicey reported on behalf of the ARB. There was one ARB submittal and a couple of home business submittals. The board requested Sherry to revise home business form by adding at the bottom copy of County approval required.

1. Solar panels – Management to Report

Sherry reported there is a reported incident where an owner within neighboring community installed solar panels without architectural approval claiming Association cannot deny the request. There are strict requirements and guidelines that are to be followed. Sherry recommended the board and architectural committee become familiar with the requirements and revise architectural guidelines if needed.

d) **Neighborhood Watch – Audrey O’Neil, Chairman**

Audrey O’Neil not present. Chuck Dicey reported some Neighborhood Watch information was recently posted on the CDD website.

7. SUSPENSION OF VOTING RIGHTS TO DELINQUENT OWNERS

Chuck Dicey made a motion to suspend voting rights to delinquent owners on delinquency report starting from accounts ending in 59 to 98 on report. Motion was seconded by Joe Taylor. Motion carried.



JOHNS CREEK
Johns Creek Owners Association, Inc.

8. UNFINISHED BUSINESS

a) Attorney outline regarding covenant enforcement

Chuck recommended the board to meet with Interlaced prior to decision being made for he wants the board to have a clear understanding of what the role of the Association and Interlaced will be.

b) Covenant Enforcement policy and procedure to review and approval

Chuck Dicey made a motion to extend re-sod lawn, dead turf and turf bare spots to correct by April 1st. The extension to correct letter to include for owner to coordinate with their lawn service for weed control and reminder the violation remains with the property. If owner were to sell the property the open violation will remain with the property and violation should be disclosed to potential buyers.

9. NEW BUSINESS

a) 1571 W. Windy Willow Drive violation

Chuck Dicey made a motion to extend correction requirement date to April 1st, 2017. The notice to the owner to include the procedure listed above requiring owner to correct by April 1st, 2017, remind owner violation remains with the property and the owner must disclose the open violation to potential buyers with the buyer responsible to correct the violation by the required date. Management to send a copy of the notice to the property manager. Motion was seconded by Tracy Payne-Williams. Motion carried.

10. BOARD OF DIRECTORS REQUEST(S)

There were no board of director requests.

11. MEETING OVERVIEW

Review of action items for meeting overview. Prior to adjournment Joe Taylor requested management to add to future meeting agendas: Resident's Request. Annual meeting may be held in March 2017. Tracey Payne- Williams board position is up this year.

12. ADJOURNMENT

Chuck Dicey made a motion to adjourn meeting at 8:55 pm. Motion was seconded by Joe Taylor. Motion carried unanimously.

Next Board of Directors meeting scheduled for Thursday, February 16, 2017 at 6:00 pm.

Minutes respectfully prepared and submitted by:

Sherry McNees
Community Association Manager