



**JOHNS CREEK**  
Johns Creek Owners Association, Inc.

***MINUTES***  
**Board of Directors Meeting**

**Date of Meeting:** Tuesday, September 26, 2017  
**Time of Meeting:** 6:00 pm  
**Place of Meeting:** \*\*\*Johns Creek Phase 1 Amenity Center  
St. Augustine, FL 32092

***\*\*\*Due to fire at Johns Creek Phase 2 Amenity Center the meeting was relocated to the  
Johns Creek Phase 1 Amenity Center***

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

Chuck Dicey called the meeting to order at 6:15 p.m.

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

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

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

**2. RESIDENT REQUEST(S)**

There were no resident requests.

**3. COMMITTEE REPORT(S)**

**a) Social committee – Social Committee Representative**

Kathy Sargent report included:

Fall Festival plans and scheduled for Sunday November 5<sup>th</sup> for 1 to 4 pm.

Winter Festival scheduled for Saturday, December 16<sup>th</sup> from 5 to 9 pm.

Community Yard Sale scheduled for Saturday, October 14<sup>th</sup>.

Haunted Light House Tour scheduled for Saturday, October 21<sup>st</sup>.

Kathy reported there are some outstanding invoices that she has not submitted for she has had issues with her scanner. Sherry will go to the onsite office day following meeting and pick up the invoices if available.

**b) Architectural (ARB)**

Chuck Dicey reported the Association still needs Social and ARB volunteers.

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

Tracey Payne-Williams reported she spoke with Audrey and she will email her know the next board meeting is scheduled for October 24<sup>th</sup> at 6pm.



# JOHNS CREEK

## Johns Creek Owners Association, Inc.

#### **4. APPROVAL AND WAIVE READING OF MINUTES – Board of Directors meeting minutes for August 24, 2017**

Chuck Dicey made a motion to approve as revised and waive reading of board meeting minutes for August 24, 2017. Motion was seconded by Joe Taylor. All in favor. Motion carried.

#### **5. FINANCIAL REPORT – June, July and August 2017**

The August financials were not available to the board for review and report. Table financial report for next board meeting.

#### **6. SUSPENSION OF VOTING RIGHTS TO DELINQUENT OWNERS**

No suspension of voting rights to delinquent owners made due to August financials not being available.

#### **7. COMMUNITY ASSOCIATION MANAGER REPORT – Sherry McNeess**

Report included:

##### ***Hurricane Irma – 3<sup>rd</sup> and Final Notice***

Due to Hurricane Irma site visits suspended to allow reasonable time for owners to tend to possible damage caused by the hurricane. Sherry recommended the board approve IPS send a 3<sup>rd</sup> and final compliance notice to the owners that have not corrected the open violations. The recommendation will apply to only violations that are currently open and not future violations. The violation site visits will start back up week following meeting with goal of completion of all four phases in two weeks. The board approved Sherry to proceed with 3<sup>rd</sup> and final compliance notice giving owners 15 days to correct. The board requested Sherry to send report of first two phases upon completion and the third and fourth phases upon completion.

##### ***IPS relocating office***

IPS is relocating office that services Julington Creek Plantation to onsite. There may be periodic interruption during this time. The IT team is working off normal business hours in effort to prevent interruption. Comcast started the project one week early in error without warning therefore causing server and system outage for several days.

##### ***IPS Accounting***

IPS has hired an accounting person to fill in for Patty now that Patty is association manager for Julington Creek Plantation. The new accounting person is Jean Gray.

##### ***Committee Volunteers***

Natalie, client services, sent an email to Chuck with name of person, Tam LaFleur, who has expressed interest to be on a committee. Chuck mentioned ARB requirement for board member to serve on the ARB.



# JOHNS CREEK

## Johns Creek Owners Association, Inc.

### ***ARB Meetings***

The ARB must uphold as required by Florida State Statute. ARB meetings must be posted and open to members. The meeting notice must be posted no less than 48 hours prior to scheduled meeting. Meeting minutes must be kept with association records.

### ***BB & T***

The BB & T deadline for 2018 statements is around December 15<sup>th</sup> as per Patty. The board agreed after the August financials are available for Sherry to prepare proposed draft 2018 budget to include an association fee increase of \$9.00

### ***Copy of Approved Budget***

Sherry checked with Patty who confirmed a copy of the approved 2018 budget can be sent with coupon/statement. Patty said she will forward the copy to BB&T to include when mailing coupon/statement.

### ***Management Fee increase***

Sherry checked with Patty who confirmed the management fee will increase 15% as per management contract with a total of \$207.00 increase which will increase \$1,587.00 / month = \$3.07 / door.

### ***Courtesy Notice***

Included in board meeting packet is copy of DRAFT Courtesy Notice. The intended use is to post on door of property for matters requiring immediate attention. The notice will also be mailed to the owner which will be part of the association record.

### ***Goldsberry agreement***

Copy of Michael Goldsberry agreement included in board meeting packet as requested by the board.

### ***Collection Attorney and Delinquent Accounts***

Foreclosure questions from August board meeting: The board approved once an account reaches \$1,000.00 proceed with foreclosure. The board does not want the association to foreclose until account has reached \$1,000.00. Sherry send an email to Michael Goldsberry stating of the board approved procedure. Michael Goldsberry responded on September 18<sup>th</sup> stated he will not prepare suit papers on accounts until account reaches \$1,000.00. Once account reaches that threshold amount, IPS accounting team will provide an updated statement of account and Michael Goldsberry will proceed with preparing the suit papers.



# JOHNS CREEK

## Johns Creek Owners Association, Inc.

Sherry asked the board if they want the same procedure with Jackson Law Group. The board agreed and approved same procedure for Jackson Law Group. Sherry will let IPS accounting know and they will proceed accordingly.

**Account #      Notes**

14859            The board asked if Michael Goldsberry negotiated the amount and if so why for the July financials show over \$6,000.00 delinquent. The estoppel amount is about half of what the July financials show. Sherry will request more information from Michael Goldsberry. As per Michael Goldsberry on 09.19.2017 the property was the subject of a foreclosure by the bank which has gone to judgement. There was a sale conducted on July 27, 2017. The owner filed an objection to the sale based on a typo in the final judgement (prepared by the plaintiff) as to the time of the sale. No certificate of title has yet issued. The court will either uphold the sale or require it be done again. Since the case is in posture, there is no reason to prepare suit papers for the association. If there is a settlement and the bank and owner, the judgement and sale are vacated (which does sometimes happen) then the attorney can move forward with own foreclosure for association.

**Account #      Notes**

14655            Copy of Intent to Foreclose included in board meeting packet. Copy for board of directors, attorney and management records only.

**Account #      Notes**

14691            At August board meeting the board asked if the owner had requested a payment plan with the attorney. Sherry gained confirmation from Michael Goldsberry no payment plan was requested nor proposed.

The board agreed and approved once the account reaches \$1,000.00 the board will revisit foreclosure option.

**Account #      Notes**

14853            Copy of recorded claims of lien included in board meeting packet. Copy for board of directors, attorney and management records only.

Michael Goldsberry sent an email dated September 18<sup>th</sup> stated that he will send out Demand for Rent letter the following day. Sherry will contact Michael Goldsberry to request update on this account.

The board agreed and approved once the account reaches \$1,000.00 the board will revisit foreclosure option.



# JOHNS CREEK

## Johns Creek Owners Association, Inc.

### 8. UNFINISHED BUSINESS

#### a) Notice of Intent to Foreclose – Sherry to report

- Account #14655
- Account #14523
- Account #14853
- Account #14691

The board will review the information provided and they will forward said questions and/or concerns to Sherry to address with attorney, Michael Goldsberry.

#### b) Recreational vehicles, boats and trailers

- Tracey Payne-Williams email

Discussion of Johns Creek Parkway resident parking RV/trailer in driveway. Tracey reported the owner was doing some renovations during the day and taking it back to the storage facility at night. Review and discussion of current recreational vehicle policy that does not address the situation. The board discussed if the current policy needs to be revised or leave as is. The board agreed to monitor the situation and if it becomes an issue the board will re-review.

- **DRAFT Warning Notice – Sherry McNees**

Covered in Community Association Manager Report

#### **Added Board Meeting Agenda Item:**

Chuck Dicey made a motion to accept payment plan for account # 21882 that was sent to the board via email from Jackson Law Group. Motion was seconded by Joe Taylor. All in favor. Motion carried.

#### **Added Board Meeting Agenda:**

Chuck Dicey made a motion for Joe Taylor to serve as interim board member on the ACC until a third member is selected and seated. Joe Taylor accepted. All in favor. Motion carried.

#### c) **Schedule Budget and Annual Meetings**

Will go over under New Business 2018 Budget Preparations agenda item.

### 9. NEW BUSINESS

#### a) **Membership Vote for Amendment to Declaration (discussion)**

Sherry confirmed the requirement differed from what was given to her by the association attorney for last membership vote. It appears the association attorney at that time did not finish reading the State Statute and did not read the association documents. Sherry pointed out the outcome would have remained the same the amendment would not have passed by membership vote. The membership vote requirement is 2/3 (66%)



# JOHNS CREEK

## Johns Creek Owners Association, Inc.

affirmative votes to pass the amendment. The board agreed to not attempt the membership vote for amendment to declaration, however the board may revisit the option in the future.

### **b) 2018 Budget Preparations**

The board will hold budget prelim meeting on October 24<sup>th</sup> followed by Budget meeting in November. Date has not been determined. Sherry will prepare draft proposed budget and email to the board for review allowing reasonable time for review and make revisions if any.

### **10. BOARD OF DIRECTORS REQUEST(S)**

There were no board of directors requests.

### **11. MEETING OVERVIEW**

Chuck Dicey asked how long the accounting training position filled by Jean Gray will take? Chuck expressed continued disappointment in communications with Patty Bennett and the financials not being completed as contracted requires.

### **12. ADJOURNMENT**

Chuck Dicey made a motion to adjourn meeting 9:30 pm. Motion was seconded by Joe Taylor. All in favor. Motion carried.

Minutes respectfully prepared and submitted by:

Sherry McNeese

Community Association Manager