

Versailles III Property Owners Association, Inc.
Board of Director's Meeting Minutes
February 5, 2010

Pursuant to duly given notice the Board of Directors Meeting of the Versailles III Property Owners Association, Inc. was called to order by Dale Revell, President, February 5, 2010, 2:05 p.m., Caper Room, Atrium Building, Sun City Center, Fl.

Roll Call: Present: Dale Revell, Joanne Brennan, Maggi Guzinsky, Mel Melton & Jim Haney. Also present L.E. Wilson & Associates, Inc. representative, Lou Ellen Wilson. Quorum declared present. 15 resident members present.

Minutes: Motion was made by Dale Revell and seconded to approve the minutes of the October 15, 2009 and December 11, 2009 meetings as presented. Unanimously approved.

President's Report: Dale Revell reported:

- He and the new Board were diligently trying to educate themselves about HOA's, F. S. 720, Roberts Rule of Order and how they apply to Versailles III.
- New Signs had been purchased and thanked Mel Melton.
- Maggi Guzinsky and Doug Gatchell are working to update the Web Site.
- He has attended meetings of RAP (Renaissance Area Presidents) and the President's Council (consists of presidents of all the association in SCC).
- Developed Code Of Conduct which will be reviewed by the Board and approved at this meeting.
- Maggi Guzinsky is developing binders for the Board members, which will contain copies of the contracts, minutes, legal documents, minutes, etc.

Financial Report: Board members reviewed the December 31, 2009 financial statements and accepted for information. Joanne Brennan requested additional information be included on these reports – including written report regarding accounts receivable, overages and shortages. Joanne Brennan will contact Manager to work out the details. Motion was made by Jim Haney and seconded to authorize the Manager to mail a copy of the 2009 financial statements to all the members. Unanimously approved.

Manager's Report: Lou Ellen Wilson – copy attached.

Committee Reports:

Architectural Committee: It was announced that Gerry Cook had sold his home and had resigned as Facilitator for the Architectural Committee. Motion was made by Dale Revell and seconded to appoint Jack Hawkins as Facilitator. Unanimously approved.

Social Committee: It was announced by Norma Daub had resigned from the Committee, no further report.

Lawn Committee: Jim Haney, Chairperson of Lawn Committee reported that he was continued to receive weekly reports from Valley Crest. He referenced the

letter from Valley Crest that was included with the January Newsletter regarding steps being taken to minimize the damage of the freeze to the turf and making recommendations for shrubs. He will arrange with Valley Crest for another seminar in late April at the Renaissance Club.

Disaster Plan: Jim Haney reported that he had received 24 surveys. Reference New Business.

OLD BUSINESS:

- 1. 1025 Emerald Dunes Dr. – Painting of Home.** Letter from the owner was read by the Manager (copy attached). After discussion, motion was made by Mel Melton and seconded: Based on our investigation of the repainting issue at 1025 Emerald Dunes Drive, the Board is asking the owner to repaint their home one of the five (5) Versailles III approved colors within 60 days. Further authorizing Manager to send on behalf of the Board a certified letter to the owner outlining the details. If it is not done within the time specified, the board will turn over the matter to an attorney for further action. Motion approved: Voting in favor: Dale Revell, Mel Melton, Joanne Brennan, and Maggi Guzinsky. Jim Haney abstained.

New Business:

- 1. Code of Conduct for Directors/Committee Members:** Motion was made by Dale Revell and seconded to adopt a Code of Conduct for Directors/Committee Members. (copy attached) Unanimously approved. Dale Revell further stated that all meeting would be conducted in a business like atmosphere and all participants should be respectful to each other.
- 2. Enhancement of Procedures for handling Change Request from Members.** After discussion Joanne Brennan was appointed as Chairperson of the Architectural Committee, with Mel Melton as back up. Motion was made by Dale Revell and seconded to adopt the following procedure for processing Architectural Requests: Unanimously approved.
 - (a) Member to obtain form from a member of the Committee or the web site. They will complete same and return to the Facilitator. Owner should allow up to 30 days for approval.
 - (b) ARC committee will review request, including on-site inspections of paint swatches, etc. and make recommendation.
 - (c) Facilitator will obtain signatures from three Board members.
 - (d) Facilitator will transmit signed Request Form to the Manager, who will e-mail a written letter to the owner within 24 hours of receipt.
- 3. Disaster Preparedness Organization:** Jim Haney presented a Disaster Preparedness Plan (copy attached). After discussion, motion made by Jim Haney and seconded to adopt this plan. Unanimously approved.
- 4. Website Enhancements.** Motion was made by Dale Revell and seconded to appoint Maggi Guzinsky as Chairperson of the Website

Committee. Maggi Guzinsky stated that she and Doug Gatchell were updating the current material on the web site and would be adding the Official Documents of Versailles III, all forms and instructions for their use, as well a member contact list that would be password protected.

There being no further business, meeting was adjourned at 4:10 p.m.

Respectfully submitted,

Maggi Guzinsky, Secretary
Lou Ellen Wilson, Recorder