

OSPREY LANDING MASTER HOMEOWNERS' ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

DATE & TIME: Tuesday, January 24, 2024, at 7:00pm
LOCATION: Zoom Meeting

MINUTES

1. Call the meeting to order: The meeting was called to order at 7:03pm.
2. Proof of Notice: Proof of notice was provided in accordance with FL ST 720 and the association's governing documents.
3. Establish a Quorum: A quorum was established with the following board members present; Dale Morrison, Julia Langei, Trevor Evans, Carmen Ospina, and Chelsea Boulware.
4. Approval of the Previous Minutes: October 24, 2023: MOTION made by Trevor, seconded by Chelsea to approve as presented. MOTION passed unanimously.
5. Presidents Report: Dale gave his report.
 - Reminder on Board certification.
 - Dale also has reviewed FL ST 720 and the Osprey Landing governing documents.
 - Dale has acquired and accounted for the HOA contracts and documents.
 - Dale has met with Mighty Mowers four times.
 - Dale has keys to the bulletin board and irrigation system.
 - Dale has met individually with Board members to discuss action items.
 - Dale will give Chelsea a key to the bulletin board.
6. Treasurers Report: The Board received the December 31, 2023, financial statements.
 - Past due account with the attorney has settled their account and paid the legal fees.
7. New Business
 - ZOOM Account: The Board discussed getting their own private ZOOM account. The Board would like a pin number for each meeting, and for the pin to change a few times per year.
 - Architectural Review Committee: Call for volunteers. Dale is recommending two homeowners, and one board member. Chelsea will draft the communication. Requests to be sent to the Board and ARC.
 - Fining Committee: Call for volunteers. Chelsea will draft the communication.
 - Fixed Asset (Reserve Study) Committee: Trevor Evans is the committee Chair. Earl Johnson is also on this committee. Dale asked for the committee's charter. The Committee will deliver budget numbers this summer.
 - Landscape Committee: Dale commented that there needs to be a confirmed Chair. Carmen agreed to be the chair. Dale reviewed the meeting procedures, such as posting meeting in advance and meeting minutes. The committee's charter will be drafted and submitted.
 - i. **MOTION** made by Trevor, seconded by Chelsea to approve the Mighty Mowers quote for community large tree trimming in the amount of \$1400. MOTION passed unanimously.
 - ii. **MOTION** made by Trevor, seconded by Carmen to approve the landscaping around the monuments in the amount of \$3,250. MOTION passed unanimously.
 - iii. Irrigation repairs are scheduled for tomorrow.
 - Community Sidewalks: County does not clean sidewalks.
 - Rewriting of Governing Documents: Working on this.

- Website: www.ospreylandingfl.com – currently managed by Sunstate.
- Sunstate Management: Would like a compliance checklist.
- Storm Doors
 - i. Permitted at front door and with ARC approval.
- Electrical at Monuments: Dale leading this.
- Technology:
 - i. Dale recommends a line item in the budget, Board email accounts, and ownership of website domain.

8. Unfinished Business

- Gazebo: MOTION made by Chelsea, seconded by Trevor to approve disposal of the gazebo. MOTION passed unanimously.
- Paint: Information posted on the website.
- Contracts: Dale outlined contract information.
- Commercial Vehicles: Overnight is not permitted.
- 2024 Priorities: See above.
- Summarize Action Items : CHELSEA

9. Homeowner Comments: CHELSEA

10. Next Meeting Date:

- Board Meeting Schedule:
 - i. Wednesday, March 27
 - ii. Wednesday, May 29
 - iii. Wednesday, September 25
 - iv. Wednesday, November 27
- Annual Membership Meeting: Wednesday, December 4

11. Adjournment: With no further business to discuss, the meeting adjourned at 8pm.

Stay Connected! www.ospreylandingfl.com

Respectfully Submitted by Nicole Banks For the Board of Directors