

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.
MONDAY, FEBRUARY 15, 2016
9:30 A. M.**

Floor Open to Owners' Comments: Doug Moore suggested that the Welcome packet be updated and volunteered to review the document for changes.

Present: Clayton Harrington, President, Keith Matthei, Vice President, Lee Snell, Secretary, Dave Long, Treasurer, Tim GaNun, Director, Jackie Wood for Management and owners in the audience. Candidate, Bill Tedrow, joined the Board for this meeting.

The meeting was called to order by the President, Clayton Harrington, at 9:34 A. M. at the offices of Keys-Caldwell, Inc., 1162 Indian Hills Blvd., a quorum being present. Proof of Notice of Meeting was posted at least forty-eight hours in advance. All Motions passed at this meeting were unanimously approved by all Directors present, unless otherwise noted.

Reading and Approval of Minutes of Last Meeting: MOTION was made by Tim GaNun and seconded by Lee Snell to approve the Minutes of the Meeting of January 18, 2016, as presented.

MOTION PASSED.

MOTION was made by Clayton Harrington and seconded by Keith Matthei to approve the Minutes of the Meeting of February 4, 2016, as corrected.

MOTION PASSED.

Resignations/Appointments: None.

REVIEW OF FINANCIAL REPORT: Dave Long reported that January financials have not been completed; Management was authorized to close the 2015 books; and that there are three people on the delinquent list. Mr. Long stated that he will speak to the owners with delinquent accounts and report back to the Board.

CORRESPONDENCE: 875 – Concern form, tree trimming. The tree has since been pruned. 888 – AMA, replace aluminum and screening. MOTION was made by Clayton Harrington and seconded by Keith Matthei to approve the AMA as submitted.

MOTION PASSED.

888 – Landscape Change, replace failing shrubs. MOTION was made by Clayton Harrington and seconded by Lee Snell to approve the Landscape Change request as submitted.

MOTION PASSED.

890 – AMA, repair roof from fallen tree damage. Dave Long will speak with the Insurance Adjuster who, in turn, will notify the owners of 890 when repairs can be made.

MOTION was made by Clayton Harrington and seconded by Lee Snell to allow the repairs to unit 890 pursuant to Dave Long contacting the Insurance Adjuster.

MOTION PASSED.

Irrigation and Buildings: Tim GuNun reported that rust stains were removed from the front walkway at the pool, the pool fence, the front entrance wall near units 801 and 807, and the inside of the front wall near units 903 and 907. A total of 30 irrigation heads were capped.

Grounds and Bylaws: Keith Matthei reported that the Landscape Committee has planted flowers; Beechtree has installed mulch; and that Beechtree is not responding to the request for information on chemical treatment for the water, a possible solution to assist in eliminating the rust stains. Beechtree's next project is the install the pressure tank.

Clayton Harrington will write a letter to the Master Board regarding the failure to address the trip hazards in the road.

Insurance, Financial and Budget: Claim numbers have been assigned for units 815 and 890.

MOTION was made by Dave Long and seconded by Keith Matthei to approve the GAB Robbins quote of \$1,050 to update the Association's appraisal with the property inspection.

MOTION PASSED.

Pool, Pool Area and Pest Control: Lee Snell reported that, once again, someone switched the valve and turned off the pool heater. A notice of pest control change was mailed with the Annual Meeting Packet. Mr. Snell will follow up with the rat baits.

JWHOA Representative Report: Clayton Harrington reported that the Master Board is talking about new signage at the corner of Center Road and Jacaranda Blvd.

UNFINISHED BUSINESS:

Electric on the Front Island: Lee Snell will obtain bids for an LED lighting system.

New Well: Tim GaNun will contact Hank regarding the option of a chemical, as previously discussed.

Cleaning the Front Wall: Covered.

NEW BUSINESS:

Annual Meeting: Each Committee Chair will be expected to give a report on what they have accomplished over the past year. Reports should be submitted in writing so that they may be included as part of the minutes.

Signage: MOTION was made Dave Long and seconded by Lee Snell to accept the bid from H&H signs at a cost not to exceed \$160 to replace the 'No Soliciting' sign with a poly material.

MOTION PASSED.

The towing sign will be removed.

SALES/RENTAL APPLICATIONS: MOTION was made by Lee Snell and seconded by Clayton Harrington to approve the sale application for unit 801.

MOTION PASSED.

MOTION was made by Lee Snell and seconded by Dave Long that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 11:20 A. M.

Respectfully submitted,

Jacalyn K. Wood
For the Secretary

BOARD OF DIRECTORS
JACARANDA COUNTRY CLUB VILLAS

February 3, 2016

Board of Director's Statement In Support Of Proposed
Amendment To Declaration of Condominium

The Board of Directors is proposing an amendment to the Association's Declaration of Condominium to empower the Board to authorize the installation of a patio. The Board recommends a YES vote, to approve this amendment.

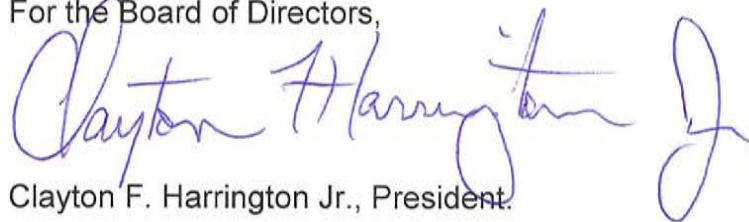
In the past many of the Association owners have petitioned the Board of Directors to install a patio to either the front or the rear of their unit. The Board has approved these requests. Currently almost half of the Association units have a patio installed in either the front or the rear of the unit.

Recently, the Association's attorney advised the Board that Florida law required a specific grant of authority in the Declaration of Condominium in order for the Board of Directors to exercise the power to approve the installation of a patio. This proposed amendment is intended to provide that authority. Further, the amendment will allow common elements that serve only one unit to be utilized exclusively by that particular unit owner.

The Board of Directors is aware that some existing patio installations are larger than the proposed amendment would allow. The Board has been advised, however, that all existing installations will be "grand-fathered in" and will not be required to be altered to meet the new standard.

The Board of Directors asks that you please vote YES , to approve this amendment to the Declaration of Condominium at the time of our Annual Meeting. If you will not be attending, or may not be attending, the Association's Annual Meeting, please complete the enclosed Proxy form, authorizing the Board to vote YES for you on this issue, and return it to the Board as soon as possible.

For the Board of Directors,



Clayton F. Harrington Jr., President

BOARD OF DIRECTORS
JACARANDA COUNTRY CLUB VILLAS

February 2, 2016

NOTICE OF CHANGE IN PEST CONTROL SERVICE PROVIDERS

The Board of Directors entered into a contract with Hoskins Pest Control Inc. to provide pest control services for Jacaranda Country Club Villas effective January 1, 2016. (The pest control contract with Truly Nolan expired December 31, 2015).

Hoskins will provide six (6) periodic applications on the outside of the units over the course of the year 2016. Signage will be placed in the lawn at the time of each application to advise residents with pets or allergies of the pesticide application.

Hoskins will provide one application per year inside each unit. The interior application currently is scheduled for March 2016. Unit owners may decline this application if desired.

Hoskins may be contacted by calling: 888-834-4579.

For the Board of Directors,

Clayton F. Harrington Jr., President.

SECOND NOTICE
ANNUAL ELECTION AND MEMBERSHIP MEETING
JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.

TO ALL MEMBERS:

DATE: February 6, 2016

On **Monday, March 7, 2016, at 2:00 P. M.**, the Annual Election and Membership Meeting of the Association will be held at the **Jacaranda Public Library**, 4143 Woodmere Park Blvd., Venice, FL 34293, for the purpose of electing directors and conducting such other business as may lawfully be conducted.

A quorum of all Association members (37 units) must be present in person or by proxy, at the meeting in order for the business to be conducted. It is, therefore, **VERY IMPORTANT** that you either attend the meeting or provide a proxy.

PLEASE NOTE THE FOLLOWING INFORMATION ABOUT PROXIES AND BALLOTS:

1. A **limited proxy/ballot** is for the purpose of appointing **another person** to vote for you in the event that you might not be able to attend the meeting. The designated voter for the unit must sign and return this form. Bring this form with you if you plan on attending the meeting, it will act as a ballot for those issues. **If you are coming to the meeting, bring the proxy form with you. It will act as a ballot.**
2. The proxy should be submitted to the Association's Secretary **prior to the scheduled time of the meeting**. It can be mailed to: Jacaranda Country Club Villas Condominium Association, Inc., C/O Keys-Caldwell, Inc., 1162 Indian Hills Blvd., Venice, FL 34293. It is encouraged that the proxy be submitted as long before the meeting as possible in order to avoid delay in registration. If needed, a proxy form meeting the requirements of the law is enclosed. Please use the enclosed envelope marked **PROXY** to return your proxy.
3. If you appoint a proxy and later decide you will be able to attend the meeting in person, you may **WITHDRAW** your proxy when you register at the meeting.
4. A proxy may be revoked in writing or superseded by a later proxy to another person. It may also be assigned (substituted) by the person designated on the proxy to a third person if the person you designate as proxy will be unable to attend the meeting.
5. Enclosed is a **CERTIFICATE OF APPOINTMENT** to appoint the owner of your unit who is designated to vote. Bring it to the meeting or mail it back, together with your proxy, in the proxy envelope.

6. **ELECTION OF DIRECTORS:** The names of the candidates who have agreed to run for the two (2) vacancies, each for two-year terms are:

Lee Snell
Bill Tedrew

Since only two (2) candidates have agreed to run for the two (2) vacancies, an election by ballot will **NOT** be required and these candidates will be duly elected as Directors at the Annual Meeting.

Again, please be sure to either attend the Annual Meeting or submit your proxy. If you do not respond to this notice, and for that reason the Association does not obtain a quorum, the Association will be subjected to the additional effort and expense of calling the meeting again. It is expected, however, that you will fulfill your obligations of Association membership as requested herein.

If you have any questions regarding this material, please call Keys-Caldwell, Inc. at (941) 408-8293.

Thank you for your assistance in conducting the business of your condominium association.

BY ORDER OF THE BOARD OF DIRECTORS

f:\Annual Meeting Notices\2nd Notice JAC.doc

NOTE: At the 2012 Annual Meeting the Association was 3 unit owners short of obtaining the quorum and members present needed to contact those not in attendance by telephone. It is important that you submit a Proxy if you do not intend on attending the meeting.

Jacaranda Country Club Circle HOA
Candidate Information Sheet

Bill Tedrow

billtedrow@gmail.com

941-375-2290

(cell) 603-667-0292

January 17, 2015

Hello,

My name is Bill Tedrow and I am very interested in joining the Board of Directors for our HOA. My wife, Sharen, and I moved to unit 891 in the Circle full-time at the end of May of this year. You may well have seen either one of us (or both) walking our year-old boxer rescue puppy, Chloe, around the Circle.

I am a Marketing and Communications business professional with experience in all phases of advertising, marketing and communications as an advertising agency executive, corporate marketing executive and, currently as a marketing consultant. In each area I almost always had P&L responsibility.

More relevant to our HOA, I was intimately involved in a 92 unit condominium association situated at the Waterville Valley, New Hampshire Ski Resort for the better part of 20 years. I served on the board as Treasurer, Vice President and President. I served on an interim basis both as the Board Liaison and Property Manager. The Association is made up of 7 full time residents, a 20 to 25 unit seasonal rental program with the remaining units serving as second homes for both winter (skiing) and summer (golf, tennis, hiking & biking). I have strong experience in budgeting, managing outside resources and, owner relationships.

My experience in all areas of HOA oversight and day-to-day management offers our Association a resource that can and will serve in any capacity for the benefit of Country Club Circle.

Thank you

Bill Tedrow
891 Country Club Circle
Venice FL 34293
941-375-2290
billtedrow@gmail.com

JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.
LIMITED PROXY/BALLOT

The undersigned, owner(s) or designated voter of Unit # _____ in Jacaranda Country Club Villas appoints

(print name of proxyholder)

or the President, as my proxyholder to attend the Annual Meeting of the Members of Jacaranda Country Club Villas Condominium Association, Inc., to be held **Monday, March 7, 2016, at 2:00 P. M.** at the Jacaranda Public Library, 4143 Woodmere Park Blvd., Venice, FL 34293. The proxyholder named above has the authority to vote and act for me to the same extent that I would if personally present with power of substitution, except that my proxyholder's authority is limited as indicated below.

LIMITED POWERS: For your vote to be counted on the following issues, you must indicate your preference in the blank(s) provided below.

I SPECIFICALLY AUTHORIZE AND INSTRUCT MY PROXYHOLDER TO CAST MY VOTE IN REFERENCE TO THE FOLLOWING MATTERS AS INDICATED BELOW:

SURPLUS Approval of Surplus Carry Forward to 2016 Operating Budget. The Board recommends a yes vote.

YES _____ **NO** _____

**WAIVER OF
COMPILATION**

Should the Compilation of the Association records by a certified public accountant be waived for the next fiscal/calendar year (2016) and instead provide a Statement. NOTE: Chapter 718.111(13) may be waived or reduced no more than 3 consecutive years. Association must comply by 2017.

YES _____ **NO** _____

**PROPOSED
AMENDMENT**

I approve of the Proposed Amendment to the Declaration of Condominium 9.4 Alterations by Unit owners, as attached.

YES _____ **NO** _____

DATE: _____

SIGNATURE OF OWNER OR DESIGNATED VOTER

THIS PROXY IS REVOCABLE BY THE UNIT OWNER AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ANY LAWFUL ADJOURNMENT. IN NO EVENT IS THIS PROXY VALID FOR MORE THAN NINETY (90) DAYS FROM THE DATE OF THE ORIGINAL MEETING FOR WHICH IT WAS GIVEN.

AMENDMENT

AMENDED AND RESTATED DECLARATION OF CONDOMINIUM OF JACARANDA COUNTRY CLUB VILLAS, A CONDOMINIUM

[Additions are indicated by underline; deletions by ~~strike-through~~]

9.4 Alterations by Unit Owners.

...

9.4.1 Front Entryways of Units. With written consent from the Board of Directors, an Owner may enlarge and enclose the front entryway area of a Unit along the line of the existing roof overhang of the unit. The Owner must submit plans and drawings of the proposed modified front entryway of the Unit for the Board of Directors to utilize in making their decision whether to approve the proposed modification of the front entryway of the Unit. The framing must match the color of the building trim of the subject Unit. The Owner also may choose to modify the finish of the floor in the proposed enclosure of the front entryway of the Unit, subject to the written approval of the Board of Directors. If the Board of Directors approves the plans and drawings as submitted by the Unit Owner for the modified front entryway, and the modifications are made, thereafter the Unit Owner will be responsible for the maintenance, care, and preservation of said area pursuant to Article 9.5 of this Declaration.

9.4.2 Rear Lanai Entryway. With written consent from the Board of Directors, an Owner may install a patio outside the rear lanai entryway of a Unit. The Owner must submit plans and drawings of the proposed patio for the Board of Directors to utilize in making their decision whether to approve the proposed patio. The patio area must not exceed seventy-two (72) square feet in total surface area, and must not extend further out from the lanai wall by more than six (6) feet. The patio shall not be enclosed in any manner. If the Board of Directors approves the plans and drawings as submitted by the Unit Owner for the patio, and the patio is constructed, the Unit Owner will thereafter be responsible for the maintenance, care, and preservation of said patio pursuant to Article 9.5 of this Declaration. If the Owner fails to maintain the patio the Owner agrees that the Association can provide maintenance and care for the patio and the Owner further agrees to reimburse the Association for the cost of any maintenance and care of the patio provided by the Association.

You do not have to complete this form unless you are changing the designated voter of the unit.

**CERTIFICATE OF APPOINTMENT
OF VOTING REPRESENTATIVE**

THIS IS NOT A PROXY FORM

THIS IS TO CERTIFY that the undersigned, constituting all the owners of record of Unit

_____ of **JACARANDA COUNTRY CLUB VILLAS**, have designated

_____ * as their representative to cast all votes

and to express all approvals that such owners may be entitled to cast or express at all meetings of the membership of the Association and for all other purposes provided by the Declaration of Condominium, the Articles and By-Laws of the Association.

This Certificate is made pursuant to the Declaration of Condominium, Articles and By-Laws and shall revoke all prior writing and be valid until revoked by a subsequent written certificate.

DATED the _____ day of _____, _____.

OWNER

OWNER

1. * Fill in the name of the one owner of your unit who is designated to vote.
2. NOTE: Sign and return only if there is corporate ownership or joint ownership (husband, wife, partnership,etc.) to show which owner is authorized to vote.
3. This is not a proxy. Mail in with your proxy or bring it to the meeting. **Do not** put the proxy in the Ballot envelope.

**ANNUAL ELECTION AND ANNUAL MEMBERSHIP MEETING
JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.
MONDAY, MARCH 7, 2016
2:00 P. M.**

AGENDA

1. Certifying of the Proxies – Determination of a Quorum.
2. Tender of Affidavit of Mailing of Notices by Secretary of Association.
3. Approval of Minutes of Annual Meeting March 5, 2015.
4. Presentation from the Fire Department.
5. Report of Officers.
6. Reports of Committees.
7. Unfinished Business.
8. New Business:
 - a. Vote on Surplus Carry Forward.
 - b. Vote to Waive the Compilation.
 - c. Vote on Proposed Amendment.
 - d. Announcement of New Directors.
9. Announcements.
10. Adjournment.

NOTE: The new Board of Directors will meet to elect Officers immediately following the Annual Meeting.

- | | | |
|--|--|--|
| 01
William and Beverly Marcoux
905 Country Club Circle
Venice, FL 34293 | 11
Clayton Harrington Jr.
841 Country Club Circle
Venice, FL 34293 | 21
Robert and Georgina Higgins
15 Lila Avenue
Medford, MA 02155 |
| 02
John and Catherine Girard
1 Ball Street
Pawcatuck, CT 06379 | 12
Peter and Jeanine Connaughton
601 Spencer St
Petosky, MI 49770 | 22
Jerome and Robin Illofsky
104 Donridge Drive
Dewitt, NY 13214 |
| 03
Richard and Kristy Woods
906 Country Club Circle
Venice, FL 34293 | 13
Frank and Judy Christman
833 Country Club Circle
Venice, FL 34293 | 23
Dennis Poney
821 Country Club Circle
Venice, FL 34293 |
| 04
William and Doreen Ryan
108 Southwind Road
Waterbury, CT 06708 | 14
Lois Odom
835 Country Club Circle
Venice, FL 34293 | 24
Robert and Ellen Harenberg
823 Country Club Circle
Venice, FL 34293 |
| 05
Jeffrey and Diane Sanborn
824 Country Club Circle
Venice, FL 34293 | 15
David P. Long
837 Country Club Circle
Venice, FL 34293 | 25
Charles and Christine Reass
204-29 9th Avenue
Breezy Point, NY 11697 |
| 06
Roy and Helen Francis
822 Country Club Circle
Venice, FL 34293 | 16
Donald and Gretta Runyan
3109 Country Side Court
Springfield, OH 45503 | 26
Jane Anderson
811 Country Club Circle
Venice, FL 34293 |
| 07
Donald and Debra Thayer
828 Country Club Circle
Venice, FL 34293 | 17
Timothy and Noreen Ganun
825 Country Club Circle
Venice, FL 34293 | 27
Joellen Huddy
813 Country Club Circle
Venice, FL 34293 |
| 08
Harold Flachick / Ann Hackett
826 Country Club Circle
Venice, FL 34293 | 18
Lee and Mary Ellen Snell
827 Country Club Circle
Venice, FL 34293 | 28
Joseph and JoAnn Ackourey
115 Juniper Way
Basking Ridge, NJ 07920 |
| 09
Sam and Jocarol Abetzian
44 Park Lane
Park Ridge, IL 60068 | 19
James and Judith Liston
831 Country Club Circle
Venice, FL 34293 | 29
Roger and Joyce Griswold
801 County Club Circle
Venice, FL 34293 |
| 0
James and Joan Lassus
834 Country Club Circle
Venice, FL 34293 | 20
James and Judith Liston
831 Country Club Circle
Venice, FL 34293 | 30
Francis and Helen Price
396 Landsbrook Drive
Venice, FL 34293 |

31	41	51
John II and Beth Ann Russell 805 Country Club Circle Venice, FL 34293	Mildred O'Boyle 861 Country Club Circle Venice, FL 34293	William and Shawn Jolie 890 Country Club Circle Venice, FL 34293
32	42	52
Julianne Bitner 807 Country Club Circle Venice, FL 34293	Roberta Blair 888 Country Club Circle Venice, FL 34292	Warren Jensen 899 Country Club Circle Venice, FL 34293
33	43	53
Lynda McCarthy 845 Country Club Circle Venice, FL 34293	Robert and Joan Erdin 886 Country Club Circle Venice, FL 34293	Jose and Edilia Duenas 901 Country Club Circle Venice, FL 34293
34	44	54
Joseph and Pauline Gutowski 847 Country Club Circle Venice, FL 34293	Louise Wurst 884 Country Club Circle Venice, FL 34293	Larry and Carol Norris 903 Country Club Circle Venice, FL 34293
35	45	55
Josephine Holmberg and Bob Shand 849 Country Club Circle Venice, FL 34293	Charles R. Ford 882 Country Club Circle Venice, FL 34293	William and Sharon Tedrow 891 Country Club Circle Venice, FL 34293
36	46	56
Billie Moore 851 Country Club Circle Venice, FL 34293	Esther Gibson 880 Country Club Circle Venice, FL 34293	Michael and Holly Bittman 14 Gross Lane Easthampton, MA 01027
37	47	57
William and Candace Cashmore 34556 Jesica Lane New Boston, MI 48164	Kristine Memole 898 Country Club Circle Venice, FL 34293	Joseph Jr. and Patricia Macarelli 48 Ponemah Road, B-3 Amherst, NH 03031
38	48	58
Nicolas and Nouha Salibi 162 Bon Chateau Drive St. Louis, MO 63141	Leland and Gail Zook 14377 Murphy Road Winnebago, IL 61088	Doris Kerper 897 Country Club Circle Venice, FL 34293
39	49	59
Ray and Lucille Koah 857 Country Club Circle Venice, FL 34293	Maria Val 894 Country Club Circle Venice, FL 34293	Johnson Estate c/o John Kirksey P.O. Box 1955, George Town Cayman Islands, KY1-1110
40	50	60
Francis and Christine Brunner 177 Beach 126 Street Belle Harbor, NY 11694	Advantaira Trust FBO D. Allison IRA #6129201 816 Beverly Road Venice, FL 34293	Douglas and Mary Moore 145 Sterling Street Greenport, NY 11944

61
Jean and Geraldine Dejarnett
885 Country Club Circle
Venice, FL 34293

71
Ron and Sharon Springall
867 Country Club Circle
Venice, FL 34293

62
Jack Schumacher
480 Mitchford Road
Wayne, PA 19087

72
Margaret Barone/Gina Marie Barone
164-04 33 Avenue
Flushing, NY 11358

63
Joseph and Carol Amedio
Foreclosure
PAYMENT PLAN - \$300.

64
Donald and Dorothy Bennett
10594 Trapper Lane
Canadian Lakes, MI 49346

65
Fred and Frances Cox
873 Country Club Circle
Venice, FL 34293

66
William and Brenda Brennan
1485 Leverette Road, Apt. 2007
Warner Robins, GA 31088

67
Tully Estate
c/o M. Tully / L. Brindle
58 Oak Hill Road
Pittsfield, MA 01201

68
Redivio and Harriet Malusa
879 Country Club Circle
Venice, FL 34293

69
Gerald and Sheila Hawkins
863 Country Club Circle
Venice, FL 34293

70
Keith and Allison Mathei
865 Country Club Circle
Venice, FL 34293

KEYS-CALDWELL, INC.

AFFIDAVIT OF MAILING OF NOTICE TO UNIT OWNERS

STATE OF FLORIDA
COUNTY OF SARASOTA

The undersigned officer of the Condominium Association or Management Representative, whose name appears at the bottom of the affidavit, does swear and affirm that the notice of the meeting of the Association to be held **07 March 2016 @ 2:00 PM** was mailed and posted in accordance with the By-Laws of the Association and in accordance with Florida Statutes and/or the unit owner or owners waived notice by mail and acknowledged receipt of said notice and that said notice was either mailed or delivered to each unit owner or owners at the address last furnished to the Association, as such address appears in the books for the Association.

Association: **Jacaranda Country Club Villas Condominium Assoc., Inc.**

By: E. Novak

SWORN to before me and subscribed in my presence the 5th day of February, 2016.

NOTARY PUBLIC

My Commission Expires:

F:\KC Forms\Affidavit of Mailing.doc

