NOTICE APD OF DIDECTORS

BOARD OF DIRECTORS JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.

MONDAY, FEBRUARY 20, 2017

AT THE OFFICES OF KEYS-CALDWELL 1162 INDIAN HILLS BLVD. 9:30 A. M.

Floor Open to Owners' Comments.

- 1. Call to Order.
- 2. Proof of Notice of Meeting and Established Quorum.
- 3. Reading and Approval of Minutes of January 16, 2017.
- 4. Resignations/Appointments.
- 5. Review of Financial Report.
- 6. Correspondence: 801 AMA Garage Door; 896 AMA Screen in Front Entry.
- 7. Committee Reports:
 - A. Irrigation and Buildings.
 - B. Grounds and By Laws.
 - C. Insurance, Financial and Budget.
 - D. Pool, Pool Area, Pest Control.
 - E. Safety.
 - F. JWHOA Representative's Report.
- 8. Unfinished Business:
 - A. Remove the Fence at 891.
 - B. Replace Electric Box at 809
 - C. Comcast Lines not Buried.
 - D. Pool Deck Surface.
 - E. Extended Parking on Driveways Overnight.
- 9. New Business
 - A. Water Issue 891.
 - B. Light Bulbs on Sale.
 - C. Email Distribution or Approved Minutes.
 - D. Lamppost Fixtures Rusting.
 - E. Garage Doors.
 - F: Payment Agreement with 889.
- 10. Sales/Rental Applications.
- 11. Adjournment.

MINUTES OF THE MEETING BOARD OF DIRECTORS JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC. MONDAY, FEBRUARY 20, 2017 9:30 A. M.

Floor Open to Owners' Comments: Open discussion topics included: the color of the bulbs being replaced in the light poles and in garage fixtures – the owners will be asked for a preference – those present prefer a soft white bulb; the deterioration of the grass in certain areas; increased driveway cracks; the status of unit 889.

Present: Clayton Harrington, President, Lee Snell, Secretary, Tim GaNun, Director, Jackie Wood for Management, and owners in the audience. Absent: Keith Matthei, Vice President/Treasurer.

The meeting was called to order by the President, Clayton Harrington, at 9:35 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 Lee Snell and seconded by Tim GaNun to approve the Minutes of the Meeting of January 16, 2017, as presented.

MOTION PASSED.

Resignations/Appointments: None.

REVIEW OF FINANCIAL REPORT: Keith Matthei was scheduled to meet with the bookkeeper today after the meeting to close the 2016 books but Mr. Matthei was unexpectedly called out of town.

CORRESPONDENCE: 801 – AMA – The garage door will be replaced with a door similar in appearance. 896 – AMA – The front entry will be screened in, similar in style to what already exists in the community. 883 – AMA – replace paver patio to existing dimensions. 894 – Landscape Change – the form will be submitted to the Landscape Committee for review. 895 – Landscape Change – permission granted to trim back and remove dead foliage.

Irrigation and Buildings: Tim GaNun reported that drip line is being installed around 809; sprinkler heads were redirected around 905/907; there is not enough pressure around 824, Hank has been called; there was a broken sprinkler head at 897.

Grounds and Bylaws: No report.

Insurance, Financial and Budget: No report.

Pool, Pool Area and Pest Control: Lee Snell reported that there have been a couple of meetings with contractors regarding the pool deck surface; the County Inspector wrote up the Association for a crack in the pool deck that will be addressed with the new surface; the woman's restroom door has been repaired. Lee Snell will investigate the critter that continues to dig holes at 885.

It was the consensus of the Board to meet with Tomas and with Super Pavers for more details

and to view their finished product at other locations.

Safety: Doug Moore reported no new issues. The current Committee consists of himself and Chuck Ford. Joe Macarelli volunteered to be the Board liaison for the Committee.

JWHOA Representative Report: Clayton Harrington reported that the Master Board has reappointed all the Committees except the Sign Committee. The lawsuit regarding the pickup truck has been continued until April.

UNFINISHED BUSINESS:

Remove Fence at 891: Clayton Harrington reported that he spoke to one of the owners of the unit and advised that when they were outside, the fence could be put up; but when they came inside, the fence needed to be removed.

Replace Electric Box at 809: The electrician has been contacted, the installation is pending.

Comcast Lines not Buried: The lines behind 893 were buried about a week ago.

Pool Deck Surface: Covered.

Parking: No report on the extended parking in the driveway at 875.

NEW BUSINESS:

Water Issue 891: Clayton Harrington reported that he has seen several emails that the irrigation is not working around the unit. Hank has been notified. It was learned that the lock to the irrigation control box has removed. It was the consensus of those present to install a new lock.

Light Bulbs on Sale: MOTION was made by Clayton Harrington and seconded by Tim GaNun to purchase light bulbs in bulk, when on sale.

MOTION PASSED.

Soft white 2700* Kelvin is the desired bulb.

Email Distribution of Approved Minutes: It was the consensus of the Board that the approved minutes be emailed to owners. Keith Matthei has the email distribution list. Email Authorization forms will be brought to the Annual Meeting.

Lamppost Fixtures Rusting: Clayton Harrington reported that Lowes will no longer honor the warranty on the lamppost fixtures and the fixtures are failing at an increasing rate.

MOTION was made by Clayton Harrington and seconded by Lee Snell to purchase 70 new plastic fixtures at \$25.00 each, as attached.

MOTION PASSED.

The fixtures will be stored on site.

Garage Doors: No report.

Payment Agreement with 889: It was the consensus of the Board to continue the payment plan with the owners of unit 889. This year, with the quarterly fees lowered, the Association will receive an \$800 net gain.

Clayton Harrington stated that the roof issue is not under the Board's authority. However, the Board agreed to obtain a legal opinion, from the Association's attorney, for unit owner options.

Joe Macarelli suggested polling the owners to see if there is any interest in altering the documents to include either roof, exterior maintenance and/or driveways to become an Association expense.

SALES/RENTAL APPLICATIONS: None.

MOTION was made by Clayton Harrington and seconded by Lee Snell that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 11:16 A. M.

Respectfully submitted,

Jacalyn K. Wood For the Secretary

FREE SHIPPING ON QUALIFYING ORDERS \$49 OR MORE



Open until 9PM! Venice Lowe's ∨ Prices, promotions, styles, and availability may vary. Our local stores do not honor online pricing. Prices and availability of products and services are subject to change without notice. Errors will be corrected where discovered, and Lowe's reserves the right to revoke any stated offer and to correct any errors, inaccuracies or omissions including after an order has been submitted.

Portfolio 14.1-in H Black Post Light

Item # 208504 Model # PL125BK





ONLY AT LOWES

\$29.97

Manufacturer Color/Finish



Black



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

TO ALL MEMBERS:

DATE: February 5, 2017

On **Tuesday, March 7, 2017, at 2:00 P. M.**, the Annual Election and Membership Meeting of the Association will be held at the <u>Jacaranda West Country Club</u>, 1901 Jacaranda 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 <u>limited proxy/ballot</u> is for the purpose of appointing <u>another person</u> 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 <u>prior to the scheduled time of the meeting.</u> 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 <u>PROXY</u> 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.

Since the First Notice was mailed, the Board has appointed Keith Matthei to fill the vacant seat with the expiration date in 2018. Therefore, only three Candidates are needed to create a full Board.

ELECTION OF DIRECTORS: The names of the candidates who have agreed to run for the three (3) vacancies, for two-year terms each are listed below. While resumes are not required, resumes received are included in this packet.

Clayton Harrington Joseph (Joe) Macarelli Ron Springall

Since only three (3) candidates have agreed to run for the three (3) 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

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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.

JOSEPH MACARELLI

895 Country Club Circle | jspement@aol.com | 603.554.7279

OBJECTIVE

Jacaranda Country Club Villas Condominium Association Inc. Board of Directors member

SKILLS & 40+ years of increasing responsibility of Health, Safety and ABILITIES | Environmental (HSE) management.

> 40+ years of increasing responsibility of Building and Facilities management.

DETAILS

HSE MANAGER

Develop and implement comprehensive EHS policies and procedures for an organization comprised of 4 building locations and responding to over 300 associates.

Facilities Manager

Developed and implement plant engineering initiatives involving the integration of four multi-state locations into one large facility. Responsibilities, included but not limited to; facility HVAC, grounds, electrical integrity and budgeting integrity for two year \$3m building improvements initiative.

Memo To: Jacaranda Country Club Villa Homeowners

My name is Ron Springall, my wife Sharon and I have resided at unit 867 since March 2005. With a total of 72 families we have found the Circle a great place to live. The residents are friendly and helpful and most are actively participating in one or more of its available activities such as; Cards, Special Event Dinners, Mondays @ The Pool, Women Luncheons, Men's Breakfast, Swimming and The Monthly Diner Club.

I am requesting your support in the upcoming Jacaranda Country Club Villas Condominium Association Inc. Election.

If elected, I will assist the Homeowners with any association related issue they may have, I will also work diligently on behalf of the Homeowners to assist in resolving the irrigation Rust Issue, the Standing Road-Water Issue and strongly suggest that our Board (in consultation with the applicable governing parties) develop a Long Range Plan to obtain a new paved road with Curbs.

EDUCATION: Business Degree - George Brown Collage

EXPERIENCE:

Executive Assistant - United Food & Commercial Workers Local 175

President - United Food & Commercial Workers Local 409

President - United Food & Commercial Workers Local 206

President - Springall & Sons Building Maintenance

President - 13478654 Ont. Inc. Residential Housing

CURRENT AREA ACTIVITIES:

Coordinator - The Circle Monthly Dinner Club Volunteer - Moose Lodge #1308 Venice

PAST AREA ACTIVITIES:

A ten year member of the Jacaranda West Golf & Country Club serving on numerous committees (House, Golf, Finance, Membership) and elected to serve on the Board of Directors.

Consideration of my request for your support is greatly appreciated.

Thank You.

Ron Springall

Ronspringall@gmail.com

941 220 7710

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)		
Association, Inc., to be he Venice, FL 34293. The	roxyholder to attend the Annual Meeting of the Members of Jacaranda Country Club Villas Condominium eld Tuesday , March 7 , 2017 , at 2:00 P. M. at the Jacaranda West Country Club, 1901 Jacaranda Blvd., proxyholder named above has the authority to vote and act for me to the same extent that I would if ower of substitution, except that my proxyholder's authority is limited as indicated below.		
LIMITED POWERS: provided below.	For your vote to be counted on the following issues, you must indicate your preference in the blank(s)		
I SPECIFICALLY AUT VOTE IN REFERENCE	THORIZE AND INSTRUCT MY PROXYHOLDER TO CAST MY E TO THE FOLLOWING MATTERS AS INDICATED BELOW:		
*			
SURPLUS	Approval of Surplus Carry Forward of \$28,000 to 2017 Operating Budget. Jacaranda Country Club Villas is a Not-for-Profit Corporation. You are not allowed to make a profit. All profits will be taxed by the IRS. The owners must vote to carry forward surplus to the next year's budget. This surplus will offset the expenses for 2017. The Board recommends a 'yes' vote.		
	YES NO		
RESERVE TRANSFER	I approve to transfer the \$10,000 in the Well Reserve/Rust Removal Account into the Pool Reserve Account. There was no guarantee that a new well would eliminate the rust in the water. The Community is approaching the rust with drip lines, and spraying with a rust removal product. The Board recommends a 'yes' vote.		
	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. f:\Annual Meeting Notices\Limited Proxy JAC.doc

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

- 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 <u>not</u>** put the proxy in the Ballot envelope.

ANNUAL ELECTION AND ANNUAL MEMBERSHIP MEETING JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC. TUESDAY, MARCH 7, 2017 2:00 P. M.

AGENDA

- 1. Call the Meeting to Order.
- 2. Certifying of the Proxies Determination of a Quorum of the Owners.
- 3. Tender of Affidavit of Mailing of Notices by Secretary of Association.
- 4. Approval of Minutes of Annual Meeting March 7, 2016.
- 5. Report of Officers.
- 6. Reports of Committees.
- 7. Unfinished Business.
- 8. New Business:
 - a. Vote on Surplus Carry Forward.
 - b. Vote on Reserve Transfer.
 - c. Announcement of New Directors.
- 9. Announcements.
- 10. Adjournment.

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

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	Clayton Harrington Jr.	Robert and Georgina Higgins
William and Beverly Marcoux		25708 \$1 5309.500
35 Country Club Circle	841 Country Club Circle	817 Country Club Circle
ce, FL 34293	Venice, FL 34293	Venice, FL 34293
*		
02	12	22
John and Catherine Girard	Peter and Jeanine Connaughton	Jerome and Robin Illowsky
I Ball Street	601 Spencer St	104 Donridge Drive
Pawcatuck, CT 06379	Petosky, MI 49770	Dewitt, NY 13214
03	13	23
Richard and Kristy Woods	Frank and Judy Christman	Dennis Poney
906 Country Club Circle	833 Country Club Circle	821 Country Club Circle
Venice, FL 34293	Venice, FL 34293	Venice, FL 34293
veince, FL 34293	venice, FL 34293	venice, PL 34293
0.4	1.4	24
04	14	24
William and Doreen Ryan	Lois Odom	Robert and Ellen Harenberg
108 Southwind Road	835 Country Club Circle	823 Country Club Circle
Waterbury, CT 06708	Venice, FL 34293	Venice, FL 34293
	a secondario Con and anademic	X
05	15	25
		100-00-000 NC
Jeffrey and Diane Sanborn	David P. Long	Charles and Christine Reass
824 Country Club Circle	837 Country Club Circle	204-29 9th Avenue
Venice, FL 34293	Venice, FL 34293	Breezy Point, NY 11697
06	16	26
Roy and Helen Francis	Lawrence and Regina Potts	Jane Anderson
822 Country Club Circle	839 Country Club Circle	811 Country Club Circle
Venice, FL 34293	Venice, FL 34293	Venice, FL 34293
07	17	27
Donald and Debra Thayer	Timothy and Noreen Ganun	Joellen Huddy
828 Country Club Circle	825 County Club Circle	813 Country Club Circle
Venice, FL 34293	Venice, FL 34293	Venice, FL 34293
, 611,60, 72, 512, 5	F 13	
	*	
08	18	28
Harold Falchick / Ann Hackett	Lee and Mary Ellen Snell	Joseph and JoAnn Ackourey
826 Country Club Circle	827 Country Club Circle	115 Juniper Way
Venice, FL 34293	Venice, FL 34293	Basking Ridge, NJ 07920
09	19	29
Sam and Jocarol Abezetian	James and Judith Liston	Anne Goulet- Smith
44 Park Lane	831 Country Club Circle	143 Griswold Dr. W.
Park Ridge, IL 60068	Venice, FL 34293	Hartford, CT 06119
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	20	20
	20	30
James and Joan Lassus	James and Judith Liston	Francis and Helen Price
834 Country Club Circle	831 Country Club Circle	396 Landsbrook Drive
Venice, FL 34293	Venice, FL 34293	Venice, FL 34293
851 8	e Mes	200

31 John II and Beth Ann Russell 805 Country Club Circle ice, FL 34293	41 Mildred O'Boyle 861 Country Club Circle Venice, FL 34293	William and Shawn Jolie 890 Country Club Circle Venice, FL 34293
32 Julianne Bitner 807 Country Club Circle Venice, FL 34293	42 Roberta Blair 888 Country Club Circle Venice, FL 34292	Warren Jensen 899 Country Club Circle Venice, FL 34293
Lynda McCarthy 845 Country Club Circle Venice, FL 34293	43 Robert and Joan Erdin 886 Country Club Circle Venice, FL 34293	Jose and Edilia Duenas 901 Country Club Circle Venice, FL 34293
34 Joseph 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
Josephine Holmberg and Bob Shand 849 Country Club Circle Venice, FL 34293	45 Charles R. Ford 882 Country Club Circle Venice, FL 34293	55 William and Sharon Tedrow 891 Country Club Circle Venice, FL 34293
36 Alex and Jennifer Ohlson, Jr. 851 Country Club Circle Venice, FL 34293	46 Esther Gibson 880 Country Club Circle Venice, FL 34293	56 Michael and Holly Bittman 14 Gross Lane Easthampton, MA 01027
37 William and Candace Cashmore 34556 Jesica Lane New Boston, MI 48164	47 Kristine Memole 898 Country Club Circle Venice, FL 34293	57 Joseph Jr. and Patricia Macarelli 895 Country Club Circle Venice, FL 34293
38 Nicolas and Nouha Salibi 162 Bon Chateau Drive St. Louis, MO 63141	48 Leland and Gail Zook 14377 Murphy Road Winnebago, IL 61088	58 Doris Kerper 897 Country Club Circle Venice, FL 34293
Ray and Lucille Koah 857 Country Club Circle Venice, FL 34293	49 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
Francis and Christine Brunner 177 Beach 126 Street Belle Harbor, NY 11694	50 Dale and Nedra Wilson 892 Country Club Circle Venice, FL 34293	60 Douglas and Mary Moore 145 Sterling Street Greenport, NY 11944

Jean and Geraldine Dejamett 885 Country Club Circle ice, FL 34293

62Jack Schumacher480 Mitchford RoadWayne, PA 19087

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

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 875 Country Club Circle Venice, FL 34293

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

hearth and Allison Matthei 865 Country Club Circle Venice, FL 34293 71 Ron and Sharon Springall 867 Country Club Circle Venice, FL 34293

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

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 2017@ 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 3rd day of February, 2017.

NOTARY PUBLIC

My Commission Expires:

JACALYN K. WOOD
MY COMMISSION # EE 884310
EXPIRES: April 20, 2017
Bonded Thru Budget Notary Services

F:\KC Forms\Affidavit of Mailing.doc