

# **Jacaranda Country Club Villas Condominium Association, Inc.**

Annual Membership Meeting Minutes  
Monday, March 19, 2018 at 10:30am  
Jacaranda Public Library

**CALL TO ORDER:** The meeting was called to order by Joe Macarelli at 10:37am.

**DETERMINATION OF A QUORUM:** A quorum was established with 45 members present in person or by proxy.

**PROOF OF NOTICE:** Meeting Notice was posted and mailed to homeowners in accordance with the Association's Bylaws and Florida Statute 7.18.

**ELECTION OF DIRECTORS:** Pursuant to Florida law, an election of the directors for the Association is not required since the number of persons wishing to run for the Board was equal to the number of vacancies to be filled. The Board of Directors for 2018 will be Joe Macarelli, Ron Springall, Judith Liston, Lee Snell, and Joe Claro.

**APPROVAL OF MINUTES:** **MOTION** made by Lee Snell, seconded by Joe Claro to waive the reading and approve the March 7, 2017 Annual Meeting Minutes as presented. Motion passed unanimously.

## **REPORTS OF OFFICERS AND COMMITTEES**

**PRESIDENT:** Joe Macarelli presented the 2017 President's Report listing the challenges, accomplishments and goals for the Board of Directors. A copy is attached and made a part of the original minutes.

**VICE PRESIDENT:** Ron Springall presented the 2017 Vice President's Report. He has been working closely with Beechtree on improving their performance. The Curb Appeal Project has begun, and the expenses were more than anticipated. Homeowners have been volunteering to help remove the dead plants and bushes around the Association to save money. Ron also expressed his gratitude to the homeowners for keeping the property looking attractive and colorful.

**TREASURER:** Judy Liston presented the 2017 Finance Report. The Association ended the year with a \$19,870 surplus. A copy of the report is attached and made a part of the original minutes.

**IRRIGATION AND BUILDINGS:** Joe Claro reviewed the irrigation report for 2017. The sprinklers are functioning better but still need work. This will be an ongoing project. If you experience sprinkler issues, please contact Joe Claro.

**POOL AREA:** Lee Snell discussed the improvements to the pool area in 2017. The loose pool pavers have been repaired.

## **NEW BUSINESS:**

- A. Vote to approve the amendment to Article 9.2 of the Amended and Restated Declaration of Condominium. **The amendment passed with 31 Yes Votes and 1 No Vote.**
- B. Vote to approve the amendment to Article 1.1 of the Amended and Restated Bylaws of Jacaranda Country Club Villas. **The amendment passed unanimously with 33 Yes Votes and 0 No Votes.**
- C. Vote to approve the amendment to Article 3.4 of the Amended and Restated Bylaws of Jacaranda Country Club Villas. **The amendment passed unanimously with 33 Yes Votes and 0 No Votes.**
- D. Vote to approve the roll over of any excess operating funds from this year to be applied to next year's operating budget as provided by IRS Revenue Ruling 70-604. **The vote to roll over any excess funds passed with 32 Yes Votes and 2 No Votes.**

**ADJOURNMENT:** With no further Association business to discuss, a motion was made by Lee Snell, seconded by Joe Claro to adjourn the meeting at 11:33am.

Respectfully submitted by  
Kim Delaney/LCAM  
For the Board of Directors for Jacaranda Country Club Villas

**ANNUAL REPORT OF THE PRESIDENT  
JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.  
ANNUAL MEETING  
MONDAY, MARCH 19, 2018  
JACARANDA LIBRARY 10:30 A. M.**

**Recognition of Past Board of Directors**

Just as clarification the present board came about as a result of a series of resignations and end of term resignations submitted by the previous board members. Judy Liston, Ron Springall and Joe Claro are current board members filling out the terms of Clayton Harrington, Tim GaNun and Keith Mathai respectively. Due to the diligent attention to detail of the previous Board of Directors, the transition to a new Board of Directors while not without challenges was affected without significant confusion. President Clayton Harrington, Treasurer Keith Mathai, Secretary Lee Snell and Member at Large Tim GaNun have left us a clear concise path from which we can all to move onward.

**Recognition of Transition Efforts**

**Challenges**

While Keys-Caldwell and most specifically Jackie Wood did spectacular service to our community K/C decided that it was best for their business to pair-down clientele so as of January 1<sup>st</sup> K/C would no longer represent JCCV. New board member and Vice President Ron Springall and I scoured the area for adequate representation and selected the HOA#1 Property Management group Sunstate Management from a list of three possibilities. After some preliminaries, Kim Barrett was assigned as JCCV property manager.

We then were required to replace resigning member Treasurer Keith Mathai. Past board member Judy Liston consented to return to the board and oversee the financial reporting as she had done previously. As is her custom she has managed this function spectacularly.

Ron Springall then nominated Joe Claro for the board replacement of Keith. Joe accepted and agreed to supervise the irrigation system. Joe has taken to this extremely well and is a welcome addition to the board.

**Mission Statement**

After assembling the team we embarked on a direction moving forward.

We wanted to:

Keep all residents of Jacaranda County Club Villas informed of all issues impacting our community. Ensure preservation of JCCV property values relative to the prevailing market place. Maintain stewardship of the JCCV community appearance, finances, insurance, safety and security.

**Communication**

The first challenge was improvement of communication to the residents. VP Ron Springall attacked this challenge with a gusto that only he can muster.

First came the newsletter 'THE CIRCLE' this is a monthly documentation of issues of note for the residents, especially critical until the JCCV website could be established by Sunstate Management. Ron then assembled a team to review JCCV documentation. This resulted in a rewrite and update of several JCCV documents some of which we will vote on later. Ron and his team then revised JCCV Documentation into a new Information booklet. Finally Ron developed a JCCV directory of all JCCV residents. Both the Information booklet and the Resident Directory is available for all residents. Residents may request a copy from any board member. We cannot thank Ron enough for his dedication to a job well done.

## Property Maintenance

Several areas of improvement were addressed by both Board of Director members and JCCV residents.

### Irrigation System:

- There were a number of areas where the irrigation system was compromised.
- We had to replace or rewire three irrigation control panels.
- The main pumping unit had to be rewired.
- Almost all of the timers needed resetting.
- Most of the heads needed attention

All of this was managed by Joe Claro in a seemingly effortless manner.

### Pest Control

In response to residential complaints, we changed insect control technicians to PestShield. Joe Claro and I took technicians to each residence for inside and outside pest control. Of note only those residences that were home and compliant to the inspections were treated inside the residence.

### Fire Extinguishers

The board engaged ABC Fire Extinguisher Inspectors to inspect and bring to code residential fire extinguishers. Doug Moore was instrumental in documenting results of the inspections. While 60% of the inspected residents passed, more than 25 residents had extinguishers that were either expired or subject to recall. It is anticipated that these residences will have remedied this at next years' inspection.

### Pool Area

The past board and most particularly Lee Snell successfully initiated replacement of the pool surface to pavers. Further outdated counters were updated beautifully by John Russell. Going deeper the board authorized installation of new umbrella tables. Frank Christman volunteered to refresh both restrooms, which resulted in floor and wall painting and fixture repairs. At least now we can see what we are doing. Great job Frank. There is still much work to be done in this area and I will be calling on resident volunteers for fiscally responsible improvement suggestions.

### Grounds

Several teams of Board members and residents worked to improve the appearance of the grounds.

- New plantings were placed along several residences and within certain common areas such as in-between 871 and 869 and along the side of 871.
- Refresh mulch along roadways throughout the facility
- Remove or prune back expired trees and vegetation.
- Replacement of lights and painting of light poles
- Installation of Yield and Speed Limit signs
- Painting of drainage ditches
- Refurbishment of power feed protective piping

While there has certainly been a lot accomplished there is still much to be done and we will be hoping to call on the residents to answer this resource need with either energy to attack an issue or improvement suggestions to eliminate a concern.

Thank you for continued support.

# JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC

## TREASURER'S REPORT

1-Legal/Accounting is \$3,392 or 70% over budget. (About \$250 of the \$5392 is for the eoy tax return "accounting" portion of this account.)

2-Insurance is \$21,423 or 17% under budget because our premiums declined mid-year.

3-Maint/Repairs general is \$568 or 13% over budget.

4-Electrical feed upgrade (bare wires into some buildings) was not addressed in 2017 so it is \$5100 or 100% favorable variance.

5-Pest Control is \$924 or 24% under budget due to confusion in vendor billing when the 2017 budget was done.

6-Landscape replacement supplies is \$665 or 33% over budget because more bushes were planted than planned, including the one time beautification project.

7-Palm trees over 15' is \$500 or 20% under budget.

8-Misc Tree Trimming is \$1175 or 59% over budget.

9-Common area Mulch is \$693 or 35% over budget.

10-Repair Lamp posts is \$2165 or 360% over budget because we replaced all lamp posts but that was not budgeted.

11-Irrigation Repairs is \$776 or 78% over budget.

12-Drip lines in common areas is underbudget because nothing was done.

13-Pool contract/repairs is \$967 or 19% under budget.

14-Pool furniture repair is over budget \$812 or 100% because nothing was budgeted for repair.

15-Electricity is over budget by \$790 or 16%.

Reserves added \$4110 during the year and \$20,389 was spent on new pool pavers (\$15,215) and pool cabinets (\$5174) leaving a reserves balance of \$14,998.

Net Ordinary Income was \$225,940 revenue from owners dues, sales/rental application fees and carryforward from the prior year - \$206,070 expenses = net income of \$19870 that we have available to carryforward into the next year. We budgeted \$21,000 as carryforward into 2018 so we start the year with \$1130 less than budgeted.

Judy Liston

Finance & Insurance