

**RIVER GROVE HOMEOWNER'S ASSOCIATION
MEETING MINUTES**

Date: November 30, 2004

Location: Space Coast Board of Realtors

This document contains a summary of information discussed at above referenced meeting and does not imply information is verbatim.

Call to Order: 7:06PM

1. Roll Call:

Board Members Present: Karen Zifcak, Ron McKee, Barbara Meyer, Charlie Raymond, Russell Jamieson

Board Members Absent: none

2. Pledge/Invocation – led by Russell Jamieson

3. Reading of November 4, 2004 Minutes – Minutes from November 4th meeting were read by Charlie Raymond. Karen motioned to accept the minutes as read/Barbara seconded/motion passed unanimously by Board Members present. Minutes posted to River Grove website.

4. New Business:

- a. **Discussion on changes to the Docs** - Board discussed petitioning the homeowners to change the verbage on section 1.19 which requires that all violation letters be sent by certified mail. The Board would like to change this requirement to allow violation letters to be sent via regular mail; thereby, saving the HOA approximately \$200-\$300 a year. Barbara and Charlie motioned to add this to the annual notice for HOA vote/Ron seconded/motion passed unanimously by Board Members present.
- b. **Discussion of tasks for a management company** – Board members reviewed the list of tasks that could be handled by a management company. After discussion, additional tasks such as ARC, light treasury duties and Maintenance Type issues were added to the preliminary list. Russell mentioned that, in his experience, treasurer type responsibilities are the bulk of the property management company cost. Barbara will fax the list of potential tasks to a couple of property management companies and will provide feedback to the Board at its next meeting.
- c. **Review of Proposed Annual Budget** – Ron reviewed the proposed annual budget for the 2005-2006 budget year. Budget was reviewed in detail and will be sent to all homeowners with their annual letter and dues notice.
- d. **Annual Dues Increase** – After reviewing the budget, the Board unanimously agreed to increase the annual dues by the 15% allowed by the covenants. The increasing costs of maintaining the common areas and maintaining healthy reserves were the main reasons for this increase.
- e. **Report on Osprey Nest Repair** – Barbara has been in touch with the Natural Resources Management Office and is waiting for feedback. She will report back to Board at its next meeting.
- f. **Volunteers to run for Board 2005-2006** – Karen mentioned that only 3 homeowners have volunteered to run for the Board. This is less than the number of open Board positions. Barbara read the Florida Statute pertaining to not having a quorum for the Board. After opening the discussion to the homeowners present, 4 additional volunteers stepped forward. All volunteers were thanked for their willingness to serve on the Board. Board election form will be mailed to all homeowners with the annual letter.

g. Open Forum:

Tim Harber pointed out that Section 11.4 of the Declaration of Covenants allows for violation letters to be sent via regular mail. After reviewing this section of the Docs, Russell motioned to strike the covenant change proposed for section 1.19. Motion was seconded by Ron and passed unanimously by the Board. This item will be removed from the 2005 annual letter.

Allen Tice mentioned that there are still problems with animals defecating on yards and owners not picking up after their pets. Board mentioned that animal control should be contacted when this is seen or pets are found roaming the neighborhood. A notice will be posted on the next newsletter advising homeowners of their responsibility to pick up after their pet.

Gate Parts – there was some discussion on replacing the gate leading to the dock area. Barbara has all of the left over gate parts and will look to determine if there are enough to replace the gate.

Meeting adjourned at 8:20PM.