

LIVE OAK PRESERVE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
June 16, 2010
MINUTES

Transcriptionist Note: Please note that the minutes as transcribed contain only motions and items requiring action by the Board of Directors. They do not contain discussion unless specifically requested to be made a part of the record.

I. CALL TO ORDER

Frank Micallef, President of the Live Oak Preserve Association, Inc., called the Board of Directors Meeting to order at 6:35 p.m. on June 16, 2010, at the Grand Oak Club, 9401 Oak Preserve Boulevard, Tampa, Florida.

II. ROLL CALL & PROOF OF NOTICE OF MEETING

Directors Present:

Frank Micallef, President
Anthony Leone, Vice President
Kurt Callarman, Treasurer
John Martel, Secretary
Anandkumar Katoju, Director at Large

Staff Present:

Jerry Santana, CAM
Janet MacNealy, CAM
Steve Mezer, Attorney

A quorum of Board members was present.

Notice: The notice of the meeting was posted as required by the documents.

III. MINUTES

Frank Micallef made a motion to approve the February 17, March 3, March 9, March 11, March 14, March 17, March 25, and April 21, 2010, Board of Directors meeting minutes as written. The motion was seconded by Anthony Leone. All in favor, the motion passed.

IV. COLLECTION EFFORTS/LEGAL RECOVERY

- A. Adoption of Collection Policy, Decision on Foreclosures, and Payment Plans - Steven H. Mezer, Esq., briefed the Board on the history of the collection process, foreclosures, prior settlement with Bright House, and answered questions. The Board and the legal counsel to hold a conference call in the upcoming weeks to finalize pending items.
- B. Starwood Proposal, Small Sub-Associations Under Master – The Board will discuss this with the legal counsel during the conference call. The manager will invite Candice or Dave Ivan to the next Board of Directors meeting to discuss and answer any questions.

V. MANAGEMENT REPORT

The management report was provided to the Board prior to the meeting for their review. The managers briefly reviewed the management report and answered questions from the Board.

VI. UNFINISHED BUSINESS

- A. Gate Access Systems & Cameras – The Board reviewed and discussed the proposal submitted by Envera to purchase the RFID system at approximately \$52,000 and lease equipment to include two

(2) kiosks, camera system, DVR, and one (1) person onsite and to pay \$19,470.00 monthly for the service to include monitoring.

A motion was made by Frank Micallef and seconded by Anthony Leone to accept the proposal submitted by Envera. All in favor, the motion passed.

The Envera contract will be signed and forwarded to the legal counsel for review. After an approval by the legal counsel and the start date verified by Envera, the current gate access company, Allied Barton, will be given notice of termination via certified and regular mail.

B. 61 Street Lights to CDD – Jerry Santana briefed the Board on the status of the street lights. The CDD is currently working with TECO to finalize the transfer of the street lights to the CDD.

C. Bank Accounts – The Board discussed setting up additional accounts and transferring funds into interest bearing accounts.

A motion was made by Frank Micallef and seconded by Anthony Leone to ratify the decision to set up the additional accounts and to transfer \$450,000.00 into an interest bearing account to be under the FDIC limit. All in favor, the motion passed.

D. Amenity Center Director (ACD) Job Responsibilities – A draft of job responsibilities was provided for review. The Board will review the items and provide feedback to the managers. The managers will follow up with Bonnie Spindler for additions or changes as needed. This item has been postponed.

E. Contract for Protential Sports – Janet MacNealy briefed the Board on the proposed contract from Protential Sports noting that the contract does not include swimming on the certificate of insurance or a breakdown of daily activities as repeatedly requested of Nyree with Protential Sports. Janet MacNealy will contact Nyree to advise that the contract must only include residents, swimming must be on the certificate of insurance, a breakdown of daily activities must be provided, and the Board has so far only agreed to look into summer camp.

F. Pool Water Feature/Peeling Paint/Plexiglas Replacement – The Board reviewed and discussed the proposal submitted by Munyan Painting to paint the water feature where the paint has peeled at a total cost of \$400.00. Jerry Santana will contact Munyan Painting and have them advise Greater Bay (company who originally painted the feature) on how to paint the water feature correctly so the paint does not peel. If Greater Bay does not want to correct the issue of the peeling paint, the manager will have them pay the \$400.00 so that the Association can contract with Munyan Painting and have the work completed. Terry will provide a proposal to replace the Plexiglas under the water feature with another material to eliminate constant breakage of the Plexiglas. The proposal will be forwarded to the legal counsel for review.

G. Expansion of Playground/Mulch – The Board reviewed and discussed the proposal submitted by Florida Playground to install a three (3) bay swing set and relocate and purchase additional fencing to extend the playground area another 50' x 35'.

A motion was made by Frank Micallef and seconded by Anthony Leone to approve the proposal submitted by Florida Playground to install a three (3) bay swing set at a total cost of \$2,070.00 to include installation and up to \$2,000.00 for the relocation and additional fencing to extend the playground area another 50' x 35'. All in favor, the motion passed.

Janet MacNealy will order the swing set and obtain the fence proposal from Florida Playground and the Board will be consulted regarding the swing set location.

Mulch – Janet MacNealy will contact Big Yellow and have them show the Board samples of the new “soft mulch” for a future decision on the mulch in the playground area. This item has been postponed.

- H. Landscaping/Irrigation Bids – The Board reviewed and discussed the proposal submitted by Big Yellow to upgrade the irrigation and replace the plants lost to the freeze and neglect over the past five (5) years to be completed in a four (4) phase process with the first phase at a total cost of \$29,033.20.

A motion was made by Frank Micallef and seconded by Anthony Leone to approve the proposal submitted by Big Yellow for the first phase of the irrigation upgrade and replacement of plants at a total cost of \$29,033.20. Frank Micallef, Anthony Leone, and John Martel were for the motion. Kurt Callarman and Anandkumar Katoju were opposed to the motion. The motion passed with a 3 to 2 vote.

- I. GPI Contract Addendum – The Board will meet at Greenacre Properties, Inc., for a follow-up to discuss the addendum and to tour the facilities. This item has been postponed.

VII. NEW BUSINESS

- A. Pool Service Bids – The Board reviewed and discussed three (3) proposals submitted for the pool service.

A motion was made by Frank Micallef and seconded by Kurt Callarman to have the manager check with Positive Pool and Commercial Pool to see if either will match the current monthly payment of \$1,500.00 or up to a maximum of \$1,650.00 monthly. If one (1) of the companies will agree to the price, the Board will agree to change pool companies. All in favor, the motion passed.

The Board authorized the manager to notify the current pool company, Simpsons Pools, via certified and regular mail if the contract is to terminate.

- B. Gate House Clean/Repaint – The Board reviewed and discussed the proposal submitted by GPI Maintenance (Noah Jacobson) to clean the exterior and paint the interior of the gate house at a total cost of \$1,130.00.

A motion was made by Frank Micallef and seconded by Kurt Callarman to approve the proposal submitted by GPI Maintenance to clean the exterior and paint the interior of the gate house at a total cost of \$1,130.00. All in favor, the motion passed.

- C. Pest Control/Clubhouse & Gate House – The Board reviewed and discussed the proposal submitted by Best Pest Control for the initial treatment of the clubhouse and the gate house with a bimonthly treatment of the gate house and clubhouse.

A motion was made by Frank Micallef and seconded by Anthony Leone to approve the proposal submitted by Best Pest Control for the initial treatment of the clubhouse and gate house with the bimonthly treatment of the gate house at a cost of \$75.00 and a bimonthly treatment of the clubhouse for \$88.00. All in favor, the motion passed.

The current pest control company will be notified of the contract termination via certified and regular mail.

- D. A/C Equipment Room Replacement of Doors – The Board reviewed and discussed the proposal submitted by GPI Maintenance (Noah Jacobson) to replace the A/C room doors at a total cost of \$1,500.00.

A motion was made by Frank Micallef and seconded by Anthony Leone to approve the proposal submitted by GPI Maintenance to replace the A/C room doors at a total cost of \$1,500.00. All in favor, the motion passed.

- E. Road Repair – The manager will obtain proposals as soon as possible to repair the main roads, fill the potholes, and repair the rippling in the road. This item has been postponed.
- F. Social Committee – The Board discussed the establishment of a Social Committee.

A motion was made by Frank Micallef and seconded by Anthony Leone to approve a one-time donation of \$1,000.00 to establish the Social Committee. All in favor, the motion passed.

VIII. NEXT MEETING

The next Board of Director's meeting will be held on July 21, 2010, at 6:30 p.m., at the Grand Oak Club, 9401 Oak Preserve, Tampa, Florida.

IX. ADJOURNMENT

There being no further business to come before the Live Oak Preserve Association, Inc., Board of Directors, a motion was made by _____ and seconded by _____ to adjourn the meeting at 9:40 p.m. All in favor, the motion passed.

Respectfully submitted,
Gia Clinkscales, For the Secretary

These minutes were approved on 7/21/10.



Signed



Printed Name