

**PALMER GLEN ASSOCIATION**  
**02-02-2016**  
**BOARD MEETING**  
**MINUTES**  
**Fruitville Public Library**

The meeting was called to order at 6:15 PM by President Joe Branconi.

Proper meeting notice was provided.

In attendance: Joe Branconi, Stacey Johanning, Ken Smith, Warren Schuster, Stuart Edelman and Property Manager Clive Burnett. A quorum was present. Eight members of the community were present.

**Ken Smith made a motion that the reading of the minutes of the Board Meeting of 12-01-15 be waived and they be accepted as written. Seconded by Stuart Edelman. Approved unanimously.**

Dr. Branconi stated that he was going to bring forward one agenda item before its stated place on the agenda. He introduced the Association attorney, Sharon Van Der Wulp, who has been involved with all legal items for Palmer Glen since the start. He stated that she had been invited here today to answer some legal questions that were raised at the Annual Meeting. The following topics were covered:

- Should the number of votes received by each candidate be announced at the Annual Meeting? – SVW confirmed that this is up to the chair of the meeting but advised announcing the number of votes for each candidate if requested to do so by a member.
- Is it advisable to review and rewrite the documents that are now 15 years old? – SVW advised that this is a process that has to be voted on by the Community and, if tackled, she advised amending all three documents at the same time. The legal cost for this process is approximately \$7-8,000. At this time the documents do not appear to have any pressing need to be rewritten.
- Should financial report be sent to all owners or should it be made available on request? – SVW advised that either option is fine; notice can be given to all owners of its availability at the time.
- Does the ARB have to meet at a noticed meeting for all decisions or can any minor issues be approved by e-mail? – SVW advised that decisions should be taken at a noticed committee meeting, although the 30 day time limit makes this tough. She suggested considering a pre-approved color pallet for houses and amending the documents to lengthen the time allowed for approval so that meetings do not have to be held every month.
- If a resident is not listed on the certificate of title for a property should they be permitted to attend and speak at the annual meeting? – SVW advised that the

Board can set the policy on this. If a person is disruptive they can be asked to leave.

Mr. Wolfe asked if mortgagee consent is required for any Declaration changes. This was thought to be unlikely but would be confirmed beforehand.

Dr. Branconi thanked Ms. Van Der Wulp for attending the meeting.

Dr. Branconi confirmed that the Board will set policy for these items at the next meeting.

### **Old Business**

- Mailbox discussion – Stacey Johanning reported on the recommendation to replace all mailboxes & signs and repaint all posts in the Community. Following discussion, motion by Mr. Schuster, second by Mr. Edelman to approve the contract with Nostalgic Mailbox and Lamppost for a total of \$36,000 to be paid from reserve funds: All in favor: Yes: Motion carried.

### **New Business**

- 7513 Palmer Glen Circle fence review – Dr. Branconi confirmed that Board members had looked at the situation with the fence at the above property. He recommended referring this back to the ARB for official review and asked for an opinion by the next Board Meeting. All were in agreement.
- Miscellaneous Business – Ms. Johanning reported on an ongoing dangerous parking issue at the front of the Community at 8:30 a.m. each morning. The Barlow Group will report this to the County and ask for assistance. The placement of potted plants will also be considered in that area as a deterrent.

### **Review of Financials**

- Budget vs. Actual – Ken Smith reported that 2015 expenses had finished \$360 over budget, primarily because of legal fees. However \$40,000 was received as payment for the long standing collection issue that is now finished with.
- Status of bank accounts – Bank balances were reviewed and the Association currently has 3 CDs in place in addition to operating and money market reserve accounts. The total balances, as of 12/31/2015 were \$303,424.

### **Any Other Business**

- Dr. Branconi suggested that notice that the financial statement is available on request should be sent with the second quarter invoice if the report is ready
- Mr. Smith commented on a non confirming “For Sale” sign in the neighborhood

### **Resident Comments**

- Mr. Crosby asked if the Board had made a decision on adding bamboo to the areas on the East side of the Community to help with obscuring the new houses in the neighboring Community. The Barlow Group will forward the information.
- General comments were made regarding the condition of a couple of houses and landscaping and a shed building in a rear garden that should be removed
- The Board was thanked for its volunteer work

**Joe Branconi made a motion to adjourn the meeting at 7:48 PM. Seconded by Ken Smith and approved unanimously.**

**Next Board meeting date is to be confirmed**