

TWIN LAKES

subdivision homeowners association, inc.
A Corporation Not-for Profit

Meeting Minutes

Date: January 21, 2010 **Time:** 6:30 p.m. **Location:** Ferman Dealership on Hwy 54

- I. **Call to order:** On Behalf of President Diana Palinkas, Camille Sanabria called the meeting to order at 6:30 PM
 - A. **Officers present:**
 1. President – Diane Palinkas
 2. Vice President - Joe Saladino
 3. Treasurer - John Pavka
 - Officer absent**
 1. **Secretary - Rose Wilson**
 - B. **Members present:**
 1. Randy Cook
 2. Steve Fickett
 3. Dean Goldsworthy
 - C. **Residents present:**
 1. Jim Harper
 2. Joe Click
 - D. **West Coast Management Co.**
 1. Camille Sanabria
- II. **Proof of Notice of Meeting:** The meeting notice was posted on the pool cabana and lighted entry way bulletin boards
- III. **Minutes:** Joe Saladino motioned to waive the reading of the minutes. Diana Palinkas seconded the motion. The Board voted and the motion passed unanimously
Joe Saladino motioned to accept the minutes as written. Steve Fickett seconded the motion. The Board voted and the motion passed unanimously
- IV. **Financial Report**

Treasurer's Report:

 1. John Pavka praised Joe Saladino for overseeing the maintenance issues and called attention to how well the Reserves accounts are set up for the association. John also stated the need for a CPA to do a compilation report on the financials of the association.
The Board directed West Coast to procure 3 bids for a compilation report using:
Bashior and Legendre
John Countryman of 2353 Asaph
one other CPA
- V. **Committee Reports**
 - A. **Architectural Review Committee:**
 1. John Pavka reported on Two architectural requests.
The Board asked West Coast to procure an architectural request form from 2424 Chobee Ct for a fence installed in the back of the property.
 - B. **Landscaping:**

1. Joe Click reported there was a hard freeze and the committee would be refurbishing starting in March.
2. The Landscape committee asked West Coast to contact Davey to make sure they did not cut back the damaged landscaping right away.
3. The Board directed West Coast to set up meetings after 5:00 PM with two vendors that John Pavka had for the irrigation by the pool as well as *North Tampa Irrigation Service, 813-967-2047*
4. Lori Hall will clean up the storage room

C. Curb Appeal Award:

1. Steve Fickett reported that he will choose a winner for February.

VI. Manager's Report:

- A. Camille Sanabria referred the Board to the Project Status she supplied for the Board to review. She pointed out the Hearing Panel outcome from 1.13.10, inspection dates, meeting dates for the year and owner calls and emails

VII. Unfinished Business

- A. Pool Deck wash out – Per John Pavka, issue to be closed, wash out is stabilized at this time.
- B. Pool Deck ramp – Diana Palinkas' husband will look at the ramp and report back at next meeting.
- C. Inspection policy is; West Coast will do the inspections, report to the Board via email, the Board will respond within 48 hours if there is a concern.
- D. The Board agreed that two properties would need to go to hearing regarding non compliance issues.
- E. The Board agreed that the properties with commercial vehicles with signage would need to go to hearing for non compliance of deed restrictions.
- F. The Board will discuss racks on vehicles at the next meeting.

VIII. New Business

- A. Pool Security - A suggestion of placing barbed wire around the fence of the pool came forth for discussion.
The Board directed West Coast to speak to the insurance agent regarding possible liability.
- B. Welcome Packet – The letter from West Coast Management was accepted, the Board directed West Coast to prepare a summary to go in the packet as well. Diana Palinkas will prepare a letter from the president as well.

- IX. Adjournment:** A **motion** to adjourn was made by Steve Fickett and seconded by Joe Saladino. All voted in favor, the motion carried. Meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Camille Sanabria, LCAM
West Coast Management

Minutes approved: _____ Date: 2/8/10