

**Myakka Valley Ranches Improvement Association
Board Minutes, October 14, 2013 7:00pm**

Location: Myakka River State Park Conference Center, 13081 State Rd 72, Sarasota, FL

PROPER NOTIFICATION OF MEETING PERMANENTLY POSTED ON SIGN ON THE GUARD HOUSE. BOARD MEETS ON SECOND MONDAY EACH MONTH

Trudi Lawrenz gave proper notification to record meeting.

Bob Chenard, President, called the meeting to order at 7:00 pm and declared a quorum. Board members present were: Heather Nestle, David Hodgkinson, Bill Still, Bill Barrett, Jackie Vizzi and Dan McKillop.

Apologies were received from Deb Houston, Vivian Zabik, Andy Behn and Larry Brotherton

APPROVE MINUTES OF LAST MEETING SEPTEMBER 9, 2013.

DAVID HODGKINSON moved to approve the September Minutes. JACKIE VIZZI seconded. The Minutes were amended to read that Board members may talk on a topic for THREE minutes on two occasions. **The Motion was unanimously approved.**

RESIDENTS' QUESTIONS

- 1 Q – When will the sign at the bridge be replaced? A - John Kolb has it in hand.
- 2 Q – Is anything happening about the lawnmower thief? A - Police are investigating.
- 3 Q – Is MVRIA compiling another Residents' Directory? A – Need a survey to identify what information lot owners want in the Directory. No funds for it this year but money could be put in the budget for May 1 2014. A volunteer is required to contact all the lot owners and produce the Directory. To be on the agenda for next meeting. Jacquie Fillmore may be able to assist.

1 SECRETARY'S REPORT (JACKIE VIZZI)

- a) Ad Hoc Committee on Website Security (Bill Still, Jackie Vizzi, Terry Burns). **BILL STILL moved that MVRIA continue the Ad Hoc Committee to establish a procedure and a cost for creating a multi-tier password protected website. JACKIE VIZZI seconded.** The Committee is recommending a three tier website with publicly accessible pages, member only pages and director only pages. Concern was expressed that the director only pages might not be sufficiently confidential. An alternative would be to have only two tiers of information and for Director information to remain hard copy only. **DAVID HODGKINSON made an amendment to the Motion that the Committee concentrates on a two tier website, and that the possibility of a secure Director page be set to one side until the two tiers are functioning satisfactorily. JACKIE VIZZI seconded. The Amendment**

was approved. (7 to 1 – Bill Still against). The Motion to continue the Ad Hoc Committee was approved unanimously.

- b) Rules regarding Inspection and Copying of Association Documents. **JACKIE VIZZI moved to present the revised Rules (which will replace the existing Rules on MVRIA website) to the attorney for checking and revision. DAVID HODGKINSON seconded.** However, it was suggested that, instead of the revision, MVRIA should rescind the current Rules and follow Chap 7.20 of the Statute. It was pointed out that Chap 7.20 does not cover a PROCEDURE for implementation nor some specifics that MVRIA has in its existing Rules. **JACKIE VIZZI withdrew her Motion and requested the Board to decide how to proceed. DAVID HODGKINSON moved that the item be tabled until the next meeting when the Board should have in front of it the relevant part of the Statute and the proposed revision. JACKIE VIZZI seconded. The Motion was passed unanimously.**

2 FINANCIAL REPORT (DAVID HODGKINSON for VIVIAN ZABIK)

- a) October Treasurer's Report. **DAVID HODGKINSON proposed that the report be noted and that the Treasurer and the President work together to file liens on those members that have not paid their assessments after every effort has been made to collect them. BILL STILL seconded.** It was noted that a lien can be applied whether a lot owner continues not to pay for one or more years. **The Motion was approved unanimously.** (Dan McKillop left the meeting at 7.55pm).
- b) October Financial Report. It was noted that the format of the report should include expenditure from the Reserve Account as well as the Operating Account. However, no money has been spent this year from the Reserve Account. **DAVID HODGKINSON moved that the October Financial Report be accepted with the provision that the Reserve Account be set out in the same way as the Operating Account. JACKIE VIZZI seconded. The Motion was approved unanimously.**
- c) Ad Hoc Committee Bids for New Bookkeeper. **DAVID HODGKINSON moved that the Board approve the second bid, as set out in the report, for the bookkeeper for MVRIA and that a letter be sent to Stokes Management giving them 30 days' notice to terminate their Contract with MVRIA. BILL STILL seconded.** Members wished to make sure that the new bookkeeper is current on the new regulations and bonded as such. **DAVID HODGKINSON added "subject to confirmation of current competency" to the Motion. BILL STILL agreed. The Motion was passed unanimously.**

3 TERM CONTRACT GRASS CUTTING (LARRY BROTHERTON)

A Works Order was provided on the agenda. However, it was agreed that a written report including an update on budget status was required. Bob Chenard will request Larry Brotherton to provide this. There was a query about the current standard of maintenance compared with past years. It was explained that there is some catching up to be done. \$260 is allocated next month for specified sites. The information was noted.

4 LEGAL UPDATE (JOHN CORCORAN)

- **Lawsuits:**

- a) April 21 2014 is the date set for the lawsuit against the Board. A request was made that the Board approve funds of around \$1100 for a transcript to be made of the complainant's deposition. A meeting with the attorney was also proposed with a view to ensuring that all necessary documentation is collated and to hand for the trial. **DAVID HODGKINSON moved that funding for the transcript be approved and that the Ad Hoc Legal Committee be authorized to meet with the attorney and ensure that the necessary documents are on file as necessary for the trial. JACKIE VIZZI seconded.** It was noted that the expenditure would be approved from the Operational Budget (professional fees). It was also pointed out that the attorney has moved offices and that we need to ensure all the records are there, in the right order and accessible. John Corcoran will circulate the Terms of Reference for the Ad Hoc Legal Committee if required. **The Motion was approved unanimously.**
- b) The tentative date for mediation in the road assessment lawsuit is January 15 2014.

5 COMPLIANCE COMMITTEE (BILL STILL)

- The activity on the race track is down from previous months but it is clear that the resident intends to continue his activities. A further meeting with Lieutenant Meyer is being sought.
- Lot 223 has been sold and the posts on the easement are being removed as part of the sales contract. The Board thanks the current resident for his action in this matter.

DAVID HODGKINSON moved that the report be noted. JACKIE VIZZI seconded. The Motion was approved unanimously.

6 DOCUMENT REVISION COMMITTEE (DEB HOUSTON): No report.

7 DISASTER PLANNING COMMITTEE (VIVIAN ZABIK): No report

8 PARKS COMMITTEE (ANDY BEHN):

- a) **DAVID HODGKINSON moved to note the report and agree the expenditure as set out. HEATHER NESTLE seconded.** It was noted that the process to obtain the combination for the park locks is to call Andy Behn or a member of the Board. The other Parks Committee members are Keith Bradley and Dale Ream. Additional members can be agreed by the Committee Chairman in consultation with the President. Harold Joslyn volunteered to sit on the Committee. All the

Committee members need to sign a “Hold Harmless” waiver. **The Motion was approved unanimously.**

- b) **Dirt Pile: JACKIE VIZZI moved to have the concrete rocks removed and for the expenditure of \$40 to be approved. DAVID HODGKINSON seconded.** There was discussion about inviting residents to collect the rocks for free first, and then have the rest removed. The invitation could be put in Trails and Tails for next month. **JACKIE VIZZI tabled the Motion pending further developments. DAVID HODGKINSON agreed.**

- 9 **ROADS COMMITTEE (DAVID HODGKINSON): DAVID HODGKINSON moved a) that the Board approve the bid to undertake road patching from Bill Mariotti Site Development at a cost of \$8,228.00 and b) that the Road Committee seeks alternative bids for an appropriate quantity of items 2 and 3 as set out in the table in the report such that the cost is less than the available budget. JACKIE VIZZI seconded.** It was noted that patching would be undertaken within 30 days of placing the contract. There was discussion about the projected life of the roads. The side roads will probably be ok for a while; however the front entrance needs more attention when money is made available. Ditch clearance also needs attention.

- 10 **SADDLE TRAILS COMMITTEE (WANDA MARTINEZ):** No report

- 11 **COMMUNITY AWARENESS COMMITTEE (TRUDI LAWRENZ):** A draft of a MVRIA Video Surveillance Policy had been hand delivered to all members of the Board.

- a) There needs to be a better worded disclosure sign (also in Spanish?) that there is 24 hour video monitoring at the front entrance. There is also a need to identify who is authorized to operate and monitor the equipment e.g. President or a Board member but there is no Board member on the Committee. We require advice to ensure that MVRIA procedure complies with what is required by the courts. **DAVID HODGKINSON moved that a legal opinion be sought from an appropriate person on the wording of a video surveillance procedure and that, temporarily, the President be designated as "authorized personnel" (the Vice President to substitute as necessary) together with the Chairman of the Community Awareness Committee (or her nominated Committee member substitute) until the legal opinion is obtained. BILL BARRETT seconded. The Motion was passed unanimously.**

- b) **DAVID HODGKINSON moved that the visibility of the front entrance be investigated with a view to improving it by moving the board. BILL STILL seconded. The Motion was approved unanimously.**

- c) **BOB CHENARD moved to accept the loan agreement form. DAVID HODGKINSON seconded.** The hard drive could be loaned out as long as the recipient signs the form. It was suggested that consideration be given to adding the police case number or copy report to the loan agreement form.

BOB CHENARD rescinded the Motion until the details of the Policy are finalized. DAVID HODGKINSON agreed.

12 OTHER BUSINESS

- a) **Drainage Ditches:** Harold Joslyn is trying to establish a relationship with County but no response so far. However, the cleaning of the County ditches is complete.
- b) **Construction Applications:** Nothing to report on 365 Singletree.
- c) **Trails and Tails:** **DAVID HODGKINSON moved that the extra costs involved in reprinting the correct edition of Trails and Tails be absorbed. JACKI VIZZI seconded. The Motion was approved unanimously.**
- d) **Front Entrance:** Sally Corcoran explained that \$500 had been put in the budget some months ago to replant the front entrance. However, the replanting had not been undertaken due to the repaving of Clark Road/access to Myakka Valley Ranches and a dispute with a sub-contractor. Trent Culleney has offered to remove the remaining rubble and replant within the budget but the rainy season is now over. Trent is confident the plants will survive but does the Board feel we should wait until June. **BILL BARRETT moved to undertake the work now and to review the situation in June. BILL STILL seconded. The Motion was approved unanimously.** It was suggested that residents who have the necessary equipment could be asked to water the plants voluntarily.

13 TRAILS AND TAILS

Items to include: free stones for picking up from parks
 Road patching work
 Update on replanting front entrance and request for
 volunteers to water the new planting

Adjournment

BOB CHENARD moved to adjourn the meeting at 9:30pm. JACKIE VIZZI seconded. The Motion was approved unanimously.