

HAMPTON MEWS CONDOMINIUM ASSOCIATION, INC

Board of Directors Meeting

DATE: Tuesday, February 21, 2012 at 10:00 AM

LOCATION: Clubhouse

CALL TO ORDER: The Board of Directors meeting was called to order at 10:01 PM by President, Pete Petrie.

DETERMINATION OF A QUORUM: A quorum was established with 3 Board members present. Those members present were Pete Petrie, Nancy Zebko and Bobbi Cogger. Also present were Lynn Lakel and Michelle Thibeault.

PROOF OF NOTICE OF MEETING: The notice for the meeting was posted in accordance with the Bylaws of the Association and the requirements of the Florida Statute 718.

MINUTES: A **motion** was made by Pete Petrie and seconded by Nancy Zebko to approve the previous minutes as corrected. The motion carried unanimously. The correction was under Unfinished Business. The word irrigation was changed to engineering.

PRESIDENTS REPORT: As reported by Pete Petrie.

Minutes: Pete instructed management to present the minutes to the Board within 48 hours of the Board meeting. The Board will make corrections and get a corrected version in a week.

Engineering Report: Lynn Lakel reported that the Engineering report is ready and Blue Ray Engineering requires a second payment before they furnish the report. Lynn reported that the second payment was sent out on Monday, February 20, 2012. Michelle reported that final payment will not be paid until the Board reviews and approves the report.

Email: Pete reported that his email list is incomplete. Lynn will furnish the list to the Board by Friday.

TREASURERS REPORT: The Board accepted the January financials into these corporate records. Being the first time review the financials, Bobbi Cogger reported that she is reviewing the association financials and will report to the Board at the next regularly scheduled Board of Directors meeting in March. Michelle reported that all of the homeowners are up to date for the first quarter of 2012.

MANAGEMENT REPORT: As attached to these corporate records, Michelle reported on the management action list.

UNFINISHED BUSINESS: A brief discussion was had over lease applications and procedures at the Mews. Pete instructed management to remind the homeowners of the rental policy. Lynn will send the homeowners an email reminding them that an application must be filled out along with a copy of the lease.

NEW BUSINESS: Pete reported that the landscaping quarterly walk through is pending. There are certain areas where color could be isolated to enhance the property. Nancy reported that she could do the walk through with management and the landscaper. The date for new plantings should be installed in April of 2012.

Dryer Vents: Michelle reported that she is seeking bids form Chimney Cricket. Michelle reported that the Board needs to determine what the extent of responsibility on the association's part of the maintenance. Pete reported that the association could take responsibility for the outside cleaning of the dryer vent on the roof and if the owner wishes to have the vendor clean the vent behind their dryer on the inside of the unit an additional fee will be incurred by the owner.

House Numbers: Pete reported that it is difficult to see the house numbers at night. Michelle reported that reflective numbering might work as well. Nancy reported that the neighbors moved the numbers below the light. Pete to contact Dave at Buckingham to see what they are doing at their association.

Lights: Michelle reported that the lights are rotting as well and maybe we should look into replacing them.

Comcast: The Board instructed Sunstate to find an exact cancellation date on the Comcast contract. The Board instructed Michelle to send a letter to Comcast informing them that upon renewal that Hampton Mews will not be renewing the Comcast contract.

Banking: CDs. Pete reported that the Board is looking into CDs with a higher interest rate.

Architectural Review Applications: All applications to be handled at the time of the monthly Board meetings.

NEXT MEETING DATE: Thursday, March 15 at 10:00. Bobbi reported that she will let the Board and SMG know if she is available.

ADJOURNMENT: There being no further business to come before the Board, Nancy Zebko **moved** to adjourn, which was seconded by Bobbi Cogger. The motion carried unanimously and the meeting was adjourned at 10:48 AM.

Respectfully submitted

Michelle S. Thibeault

Michelle Thibeault/CAM

Community Association Manager for the Board of Directors at Hampton Mews Condominium Association, Inc