

# OSPREY LANDING HOMEOWNERS' ASSOCIATION, INC.

## APPROVED MEMBERSHIP MINUTES

**DATE:** Friday, October 12, 2018  
**TIME:** 7PM  
**PLACE:** Manatee East Fire Station #5  
15015 59<sup>th</sup> Ave. E. Bradenton, FL 34211

**CALL TO ORDER:** Trevor Evans called the meeting to order at 7:05pm.

**PROOF OF NOTICE:** The agenda was mailed to each owner as required according to FL Statute 720 and the Association Bylaws.

**MINUTES: MOTION** made by Earl, seconded by Jason Burchett to waive the reading of the 7/31/18 minutes and approve as presented. MOTION passed unanimously.

**QUORUM:** A membership quorum was established with 14 present and by proxy.

### **INTRODUCTION OF THE BOARD OF DIRECTORS:**

- Trevor Evans, Vickie Evans, Jordan Graeff, Rachel Vasquez and Jason Wilson

### **ADJOURNMENT:**

- With no further business to discussed Jason Burchett motioned to adjourn the meeting at 7:10pm, the motion was seconded by Rachel Graeff. MOTION passed unanimously.

Prepared by:

*Nicole Banks, CAM*

*Sunstate Management*

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## APPROVED BOARD MEETING MINUTES

**DATE:** Friday, October 12, 2018  
**TIME:** 7PM  
**PLACE:** Manatee East Fire Station #5  
15015 59<sup>th</sup> Ave. E. Bradenton, FL 34211

### Call to Order-

Trevor Evans called the meeting to order at 7:10pm

### Quorum-

With all five board members present, a quorum was established.

**Proof of notice** was confirmed. The agenda was mailed to all owners.

### Establish Officer Positions-

MOTION made by Jason, seconded by Jordan for Trevor Evans as President.

MOTION made by Vickie, seconded by Rachel for Jordan Graeff as Vice President.

MOTION made by Jason, seconded by Jordan for Vickie Evans as Treasurer.

MOTION made by Trevor, seconded by Jason for Rachel Vasquez as Secretary.

MOTION made by Trevor, seconded by Vickie for Jason Wilson as director at large. ALL MOTIONS PASSED UNANIMOUSLY.

### Minutes-

**MOTION** made by Trevor, seconded by Jordan to waive the reading of the minutes and approve the 9/15/18 Board meeting minutes as presented. MOTION passed unanimously.

### New Business-

Trevor provided the following updates-

- Pond Breach- Insurance has denied the claim.
- Lennar contacted Osprey Landing HOA to repair the drainage ditch behind LOTS 33 / 34.
- The county has confirmed they will hold the bond until the pond breach and the bridge are properly repaired.
- Trevor suggests that the association's attorney be contacted to see if the HOA can claim against the bond. **MOTION** made by Vickie, seconded by Rachel to have Nicole contact the HOA attorney to find out the options the HOA may have to claim on the bond and any other recourse options available. MOTION passed unanimously.
- Trevor outlined the email from Lennar regarding the drainage issue behind LOT 33. Trevor will draft a response to Lennar. The drainage ditch is on common property and the HOA does not see any repair needed.
- Audit Update- The audit should be completed soon. Lennar still owes for the unsold lots.
- Signature Cards- **MOTION** made by Trevor, seconded by Jordan to provide electronic approval for all check payments by at least three board members. MOTION passed unanimously. **MOTION**

made by Jason, seconded by to add all five board members to the signature cards on all accounts. MOTION passed unanimously.

- **Board Terms-** There are two 2-years seats and three 1-year seats. MOTION made by Jason, seconded by Jordan to pull names out of a hat to determine terms.
  - **Rachel 1-year term**
  - **Vickie 1-year term**
  - **Trevor 2 years term**
  - **Jason 2 years term**
  - **Jordan 1-year term**
- **Board Certification Form-** Vickie, Trevor, Jordan and Jason signed the form. Rachel will sign the form when she returns to town.
  - Nicole will send the board members information on board certification classes.
- **MOTION** made by Trevor, seconded by Jordan to appoint a committee to remove the unapproved sign on common property. Jason Burchett, Bill Alger and Earl Johnson have volunteered for this committee. This committee will also install a bulletin board near the mailboxes. MOTION passed unanimously.
- Vickie noticed there to be a speeding issue along 117<sup>th</sup>. Vickie suggested that a traffic study be done by the county. Vickie encouraged owners to contact the county commissioner's office and sheriff's department. **MOTION** made by Vickie, seconded by Jordan to have Sunstate draft a letter to Jeff Bishop of Manatee County to request that a traffic study be completed. MOTION passed unanimously.
- Vickie was approached by a homeowner that asked if a community garage sale would be considered. Tracy Alger suggested that the garage sale be the same day as Gray Hawk or another neighboring HOA.
- Jason has noticed that many people are not cleaning up at their pets. Sunstate can send a violation letter to the owner. Sunstate will send out an email reminder to all owners.
- Trevor suggested that all owners consent to electronic delivery.
- Earl suggested that an ARC committee be established.
  - ARC Committee standard and process was discussed.
- Nicole will send the board the current PDL contract.

**Next Meeting Date-** October 30, 2018 at 6pm.

**Adjournment-** With no further business to discuss, Trevor adjourned the meeting at 8:45pm.

*Submitted by,  
Nicole Banks  
Sunstate Management*