

**HAWKS POINTE OWNERS ASSOCIATION, INC.**  
**ANNUAL MEETING MINUTES**  
**OCTOBER 17, 2017**  
**ENTERPRISE LEARNING ACADEMY CAFETERIA**

The meeting was called to order at 6:33 p.m. by President, Sandy Lain.

A quorum was not established, so the Board proceeded with an unofficial meeting for the residents who attended.

In attendance from the Board of Directors were Sandy Lain, Wayne Seibold, Gale Downs, and Elizabeth Thomas. Also in attendance was Kathy Melton representing The CAM Team.

Proof of Notice was provided showing the notification of the Annual Meeting was sent out in accordance with statutory guidelines.

The minutes from the October 4, 2016 Annual Meeting were approved.

Officer Robert Goldstein regretfully was not able to attend the meeting as planned as he was called out on a special duty assignment.

**Comments from the President:**

Sandy Lain welcomed those in attendance and encouraged residents to reach out to the Board or to Kathy Melton, CAM if they have any questions or concerns. The community website, and the community Facebook page are updated regularly to provide information to residents. A link to the Facebook page is available on the website: [www.hawkspointejax.org](http://www.hawkspointejax.org).

- There is hole in the park by the sidewalk. Proposals have been requested to repair the drainage system in this area.
- A swing is broken and needs a new u-bolt installed.
- The sprinkler system was checked by AllStar Irrigation and repairs are necessary - \$1,450.00. The Board asked for additional quotes.
- A proposal to cap three broken plugs in the pavilion, to relocate one plug and to install a new sturdier cover was received from Wireworker Electrical Service Inc. - \$150.00. A motion was made by Sandy Lain to approve the proposal. Gale Downs seconded. None opposed and the motion carried.
- The Association has applied for a grant from the City of Jacksonville to receive matching funds to install upgrades in the park. The city will match up to \$5,000.00. The items submitted include a drinking fountain and exercise equipment for older children (overhead ladder, balance beams, chin up bars, and parallel bars). The Board approved moving forward if the grant request is approved. A volleyball court will be considered for next year as the grant program is an annual one.

**Financial Report:**

Gale Downs, Treasurer, has reviewed the financials and reported that there is nothing out of the ordinary.

The balances as of September 30, 2017 were:

Operating Account	\$ 67,073.16
Money Market Account	<u>\$ 20,993.59</u>
Total Funds	\$ 88,066.75

Current outstanding receivables are \$32,759.32.

Kathy Melton, CAM reported that thirty-six (36) homeowners owe for one year of assessments or more. Collections for 2017 are approximately \$1,100 behind last year, but the actual monies collected are ahead of last year by \$10,000 which indicates that older debt is being collected. The Board is proactive in collecting delinquent assessments. Statements are mailed monthly, and payment plans are available by contacting Management. There have been fourteen (14) new owners since the 2016 Annual Meeting, and there are currently two (2) bank owned properties.

#### **Proposed 2018 Operating Budget:**

The proposed 2018 Operating Budget was mailed to homeowners with the Annual Meeting Notice. Gale Downs shared that there is a \$2,400 increase in the budget for JSO off duty patrols, and a slight decrease budgeted in operating and utility expenses. There is no reason to increase assessments at this time, so the amount will remain at \$385.00 for 2018. Gale Downs made a motion to approve the 2018 budget as presented. Sandy Lain seconded. None opposed and the motion carried. The 2018 budget was approved.

#### **Election of Directors:**

As a quorum was not present, the election of directors did not take place. The current Board will continue.

#### **Open Discussion:**

A homeowner asked if she is allowed to access a pond via a walkway that goes between two houses. The area around the ponds is private property.

A homeowner asked for information about submitting an ARC request to put a shed in his backyard. taken to collect past due assessments, was discussed. There are current two (2) bank-owned properties.

All business being completed, the meeting was adjourned at 7:06 p.m.

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A brief organizational meeting of the Board was held at the conclusion of the meeting. The officers for 2017-2018 are:

President – Sandy Lain  
Treasurer – Gale Downs  
Secretary – Wayne Seibold

*Wayne Seibold*  
*16 JAN 2018*