

**The Masters at Pelican Sound
Homeowners Association, Inc.
Board Meeting Minutes
Tuesday February 8th, 2011**

Minutes from the meeting of the Board of Directors held
February 8th, 2011 at the Riverside Room

The meeting was called to order at 11:10 A.M. by President Marcy Holtz.

Proof of Notice – Notice was posted on property per Statute.

A Quorum of the Board was noted.

Board members Present: Marcy Holtz - President
Robert Chambers – Vice President
Arnold Mantilia - Treasurer
John Fenton- Secretary
Don Jancin – Director

Also present James Meade & Nicole Taranto, C.A.M. of Cambridge Property Management,
and Steve Hart of Collier Financial

Reading or waiver of minutes:

A motion was made by John Fenton and seconded by Don Jancin to waive the reading of the January 18th, 2010 minutes and approved them as submitted. All in favor, motion approved.

Polling of Members for Selection of Pelican Sound Directors – In order to minimize Steve Hart's time requirement at the meeting, President Marcy Holtz moved this New Business item to the front of the agenda.

Steve Hart reported the following polling results obtained from Masters Homeowners:

- Total Forms received 63
- Vote Tallies Following proxy allotment to the Board:
 - o Steve Bolte – 40
 - o Carl Holtz – 38
 - o Tom Quigley – 39
 - o Mike Schaffer – 18

Therefore the Masters 100 votes will go to Bolte, Quigley, and Holtz.

Treasurer's Report – With Steve Hart of Collier Financial in attendance, Treasurer Arnold Mantilia deferred to Steve to provide an update on the Association finances. Steve reported that the association is in good financial standing. The Masters ended 2010 with a cumulative surplus of \$9,117. There are currently no homeowners in collections and only one owner has

not paid the 1st quarter dues. A letter was sent to this homeowner informing him of collection procedures.

Reports of Committees –

- **ARC Committee** – Bob Chambers reported on the activity of the ARC Committee. The committee recently met on February 5th and 5 ARC applications were approved by Pelican Sound including apps for lighting changes, minor landscaping changes, and replacing driveway with pavers. The ARC committee noted 5 homes with minor violations in need of first violation letters, and will turn these addresses over to Cambridge Management to mail out. The committee also reviewed and finalized revisions to the Master ARC documents.
- **Landscape Committee** –As was reported at the last meeting, given the cold weather, no planting will occur until March. Jami Atley has suggested that we allow time for the plants/shrubs to recover from the cold weather to determine what needs to be cut back and what will need to be replaced.

Property Management Report: Jim Meade reported that the Management Report focused entirely on the mailbox replacement project and Cambridge has been working with the mailbox committee on this project, and will present information during the discussion of that issue.

OLD BUSINESS:

Gutter/Street Cleaning – Pelican Sound Master Association had all the streets and gutters cleaned throughout Pelican Sound. The Board has decided at this time to hold off on any additional cleaning of the streets or gutters in The Masters.

Replace/Refurbish Carriage Lamps – Following further review and discussion the Board's position remains that the Carriage Lamp selections and procedure conform to the Association Documents, with regards to the duties and responsibilities of the Board.

Mailbox replacement project – Don Jancin reported on the Mailbox committees findings. After much discussion a motion was made by Bob Chambers to replace the existing mailboxes with a completely new unit made of cast aluminum on a new post with a number plaque placed on the top of the mailbox, and the cost of this project will be split 50/50 between the association and the homeowner. The motion was seconded by John Fenton and passed. The Mailbox/ARC committees will meet to choose a mailbox style with replaceable parts and obtain final pricing. The selection will be presented for review at the next BOD meeting.

Revised ARC Resolution – March Holtz discussed the new ARC procedure adopted by Pelican Sound. So that the Resolution Establishing the Masters ARC will conform to the new procedure, revisions were made to the existing Masters ARC resolution. A motion was made by Bob Chambers and seconded by Marcy Holtz to accept the revised resolution as presented. The motion passed.

Revised Landscape Responsibilities – After some discussion a motion was made by Bob Chambers to accept the Revised Landscape Responsibilities as submitted at the December 2010 BOD meeting. This motion was seconded by Arnold Mantilia and passed.

Revised Masters ARC Procedures/Responsibilities – After some discussion a motion was made by Bob Chambers to accept the Revised Masters ARC Standards and Procedures. This motion was seconded by John Fenton and passed.

New Business:

Masters Declaration and By-Laws – Because of the time needed to review the documents, Marcy Holtz suggested that this be a topic for the new BOD that will be seated at the Annual Meeting in March. Board members agreed.

Next Meeting – The next scheduled meeting will be the Annual Meeting of the Association, Tuesday, March 15th, 2011 at 2pm in the Waterside Room.

Adjournment:

There being no further business to discuss, the meeting was adjourned at 12:44P.M.

Respectfully Submitted by,

James Meade, CAM
Cambridge Property Management