

The Masters at Pelican Sound Homeowners Association, Inc.
Minutes of the Board of Director's Meeting
January 24, 2023

Minutes from the Board of Directors Meeting held January 24, 2023 in the Pelican Sound Main Clubhouse.

Call to Order: The meeting was called to order at 10:00 A.M.

Quorum: A quorum of the board was noted with the following Board Members Present: Don Jancin, Dikran Ohannessian, Kathy Sherlock, Celeste Eaton and Jerry Vasile.

Also Present: Heather Keel, CAM of Cambridge Management.

Proof of Notice – Notices were posted by per Florida statute.

Approval of Prior Meeting Minutes: The Meeting Minutes of December 9, 2022 were provided to the Board of Directors in advance of the Board Meeting.

A Motion was made by Don Jancin to waive the reading of the December 9, 2022 Meeting Minutes and approve them as submitted. The Motion was seconded by Kathy Sherlock and passed unanimously.

Officer Reports:

ARC Report: Celeste Eaton provided the following report:

- 87 roofs have been replaced or are in the process of replacement. Only 13 original roofs remain in the community.
- In 2022 there were 38 ARC applications received and processed. Of those 38 ARC applications, 35 applications were approved as submitted, 1 was denied and 3 were approved with modifications.
- At the Masters November 15, 2022 Board Meeting residents requested a review of the current tree rules and a community survey regarding replacement of canopy trees. The President indicated a committee review was done several years ago with favorable reply. However, the President indicated the Masters ARC to undertake a rules review and community review. After several hours of research a conference call with PSGRC staff Eric Long and Denise Williams, as well as, PSGRC ARC Chairman, Bob Seifert to review the Rules and Regulations documents. The language in the Lee County Land Development Code and PS Declaration are clear with respect to the replacement of hurricane downed canopy trees. Eric Long and Denise Williams stated that all neighborhoods within Pelican Sound Golf and River Club are obligated to follow the Lee County Land Development Code and PSGRC is enforcing this code.

Secretary Report: Don Jancin provided the following report:

- A Loss Assessment letter and December Meeting Minutes will be sent to the members for use should they wish to submit a claim to their Insurance for the Loss Assessment.
- Pool drainage cannot be emptied in the street gutter or lake, water must be drained into the yard. It is the responsibility of the resident to ensure proper drainage or emptying of the pool.

Treasurer: Kathy Sherlock provided the following report:

- A Greenscapes invoice was straightened out with regard to the number of trees in the community. A credit on the invoice will reflect that correction. A full count needs to be completed of all palms to ensure total count is correct.
- Yearend Financials have not been released to date.

Management Report: Heather Keel, CAM provided the following report:

- 2023 Contract Updates: Requests have been made to the vendors for updated contracts for 2023. To date the only contracts received are for Greenscapes and Cambridge Management. Once the remaining outstanding contracts are received, they will be sent in a communication.
- Historical Records Review: The historical records of the community have been called from storage and will be reviewed to eliminate old files that are no longer required to be maintained.
- There is a change in the Management Team for the community forthcoming as Cambridge is separating a portfolio to reduce the number of communities in the management portfolio for the manager. In the upcoming weeks, Autumn Hiles will assume the position of the Property Manager. Once the change is completed internally, the Board and Members will be advised accordingly.
- Cambridge Management is requesting that homeowner maintenance requests be submitted through the homeowner Appfolio Portal. Management will work on providing a procedure for that process to be sent to the Board prior to distribution to the Members.

Old Business:

Drainage Problem – RRCDD Status: Dikran Ohannessian noted that there is a RRCDD Board Meeting today at 1:00 PM where the urgency of addressing the drainage problem between River Course Lakes 5 through 8. Dikran Ohannessian is seeking a better understanding of the plans to address this issue.

New Business:

Masters NVR Voting – Document: A review of section 3.12 and 3.13 of The Masters Bylaws has been conducted. That review yielded that the sections are wordy and need to be streamlined. Changes being suggested simplify and clarify the language in these two sections. Suggest change regarding the approval threshold on polling to 51%. If less than 51%, change suggested that the decision will fall on the Board to provide direction on the way to vote. In short, the suggested changes include increasing the threshold from 30% to 51% and providing provisions on how to vote if majority is achieved and how to address the vote if that threshold is not met. This only applies to NVR proportionate vote for Budget, Election of Directors, and ARC significant changes (with non-significant changes to be at the discretion of the Board).

A Motion was made by Jerry Vasile to approve the draft language as presented for the revisions to section 3.12 and 3.13. The Motion was seconded by Don Jancin and passed unanimously.

Next Steps: Document will be sent to the Members for comments and at the next meeting the Board can formally approve the changes.

New Committee – Community Welcome: Don Jancin historically prepared a welcome packet and badge for new owners to welcome them to the neighborhood. Would like to see this process continue. The recommendation is to establish a committee with the purpose of developing an updated welcome package and badge to welcome the members to the community. All expenses to be paid by the Association.

A motion was made by Don Jancin to establish a Welcome Committee and seek volunteers. The Motion was seconded by Jerry Vasile and passed unanimously.

Financial Support – Community Activities: Don Jancin has stepped down from some of the social responsibilities. There are several community initiatives within the community and approximately five social events. Dikran Ohannessian suggests community initiatives be funded by the association. Social events continue to be handled by Volunteers. There should be an accounting to address shortfalls and proceeds to help event balance out and no person incurs the losses. If advance funds are needed, the organizer should preplan for that. The Board will not be involved in Member donations.

A motion was made by Don Jancin to support the information provided by Dikran Ohannessian. The Motion was seconded by Celeste Eaton and passed unanimously.

Homeowner Comments: Homeowners were provided with the opportunity to ask questions.

Next Meeting Date: March 15th Annual Members at 3:00 PM in the Riverclub.

Adjournment: There being no further business to discuss, the meeting was adjourned at 10:56 A.M.

Respectfully Submitted by,
Heather Keel, CAM of Cambridge Property Management