

Winchester Courts HOA, Inc.
Board Meeting Minutes
June 14, 2016
6:45pm at Sea Breeze Office
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APPROVED

- 1) **Call to order and confirm quorum of board members**
 - a. Meeting was called to order by Carol Coopersmith at 6:47, with Board Members Bill Catron, Mike McCarthy and Rose White present. Also in attendance was property manager Summer Jasser representing Sea Breeze Management.
 - b. **Absent:** Sharon Bell

- 2) **Reading of previous board meeting minutes or motion to forego**
 - c. **Motion** by Carol Coopersmith to accept the May 10, 2016 minutes as presented seconded by Bill Catron and passed unanimously.

- 3) **Special Assessment**

Motion was made by Bill Catron, after due consideration and discussion following the attorney's advice and the Declaration Article IV, Section 5, to approve the special assessment against the unit owners of building 41, 4300 Hazel Ave for \$4,946.52 and building 28, 11511-11554 Winchester Court for \$385.00, to be paid equally by the four owners, for water/sewer pipe repairs the buildings. Seconded by Carol Coopersmith and passed unanimously.

- 4) **Treasurer's Report**

Motion by Bill Catron, seconded by Mike McCarthy, to forgo the treasurer report since the treasurer was not present and passed unanimously.

- 5) **Committee reports:**

A- Resale/Rental:	Mike reported that a unit was sold.
B- Landscaping:	No Report
C- ARB review:	No Report
D- Social/Welcome:	No Report
E- Fine:	No Report
F- Flat Roof Maint/Repl.:	There were two leaks in building 26 that have been repaired.
G – Building Painting:	To be discussed next meeting.
H – Fence Maint/Repl.:	Fences will be reassessed after hurricane season.
I – Pest Control:	No Report

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6) New & Unfinished Business combined with Manager's Report

A) Notice of Violation- Code Compliance

The fence along Military Trail replacement has been installed.

Motion by Bill Catron, seconded by Carol Coopersmith, to approve up to \$1,800.00 for the Oak tree replacements and approved unanimously.

B) Parking Enforcement

This will be discussed at next meeting.

C) Towing Company

The Board will make the change to Sheehan's Towing when the parking enforcement contract is signed.

D) Window Frames

Management will provide the Board documentation regarding responsibility of the maintenance of the window frames.

E) Gutters

Motion by Carol Coopersmith, seconded by Rose White, to approve \$300.00 for All Gutter Systems to repair 11576 WC and approved unanimously.

F) Hurricane Document

The Board declined signing the agreement.

G) Campany Proposal – 11707B -\$1,614.00

Motion by Bill Catron, seconded by Carol Coopersmith, to approve the Campany proposal submitted and approved unanimously.

7) Confirmation of next meeting and motion for adjournment

Next meeting will be the Tuesday, July 12, 2016 at 6:45 pm at the Sea Breeze office

There being no further business, Mike McCarthy motioned to adjourn at 9:00 pm, seconded by Bill Catron and passed unanimously.