

***Town Oaks Homeowner's Association, Inc.***

**November 13, 2019 6:30 pm**

**Board of Directors**

**Budget and Board Meeting Minutes**

Approved

**A. Call to Order:**

The meeting was called to order at 6:30 PM

Directors Present: Terry Jonethis, Chet Miller, Curtis Cook, Alison Stanavitch, Jannet Preti

Management: Courtney Hagins LCAM

**B. Reading of Previous Minutes or Motion to Approve:** The minutes of the October 9, 2019 were reviewed. A motion was made by Chet, seconded by Curtis, to accept the minutes as written. Motion carried.

**C. Financial Report:** The Board reviewed the October 2019 report. A motion was made by Alison, seconded by Terry to accept the financial report as submitted. Motion carried.

**D. Budget Report:** Jannet reviewed the proposed 2020 budget. The quarterly assessments remain the same. A motion was made by Curtis, seconded by Chet, to approve the budget as submitted. Motion carried.

**E. President's Report:** Terry deferred to new and unfinished business.

**F. ALC / ARC Report:** Sheryl reported that everything is up to date at this time.

**G. New and Unfinished Business:**

1. Three proposals were received for the 2019 audit. Friedman, Feldmesser & Karpeles CPA was the lowest bidder. A motion was made by Jannet, seconded by Chet to accept the proposal as submitted. Motion carried.
2. Landscaping services are every other week, starting in November.
3. The front entrance sign has been pressured cleaned
4. The lake fountain lights need adjusting. Palm Beach Aquatics has been notified.
5. Palm tree trimming proposal from Tropical Landscaping for \$2,375.00 for the common areas including the cul de sac, and around the lake was approved.
6. A proposal will be received for the hardwoods trimming this year.
7. An update on the amendment votes will be sent to the Board.
8. Three No Parking signs will be ordered.
9. Tropical Landscaping has asked to keep the irrigation repairs in their contract. The Board discussed the proposal from Wetland Irrigation for a monthly wet check, noting charges would be applied for all parts. After further discussion, it was agreed

Tropical will continue with the irrigation monthly wet check to include minor parts replacement as needed.

10. The annual meeting is tentatively scheduled for January 11, 2020, based on the availability of the Palm Beach Gardens library.

**H. Adjourn:** The next meeting is tentatively scheduled for December 11, 2019. There being no further business, a motion was made to adjourn the meeting at 8 PM.