

**Minutes**  
Board of Directors Meeting  
RIVERHAVEN VILLAGE POA, INC.  
352-746-6770/Fax 352-746-3607

**January 20, 2016**

The meeting was called to order by President John Nash. Those in attendance were: John Nash, Dave Hughey, Patty Hardy, Mary Pommier, Eve Linton, Beverly Simpson, Jerry Griffin, Mary Pommier, Tom Smith, Diane Evans, LCAM and Erica Barker CAM. With a quorum being established the meeting started at 10:02 A.M. Also in attendance were eight (8) owners (please see sign in sheet). Those in attendance were Ted Martin, Robert Jeeves, Priscilla Watkins, Larry Connor, Diane Alvarez, Barbara Macht, Bernie Dietrich, and Gisela Taudte.

**Member Concerns:** Robert Jeeves sent an email to the Board with concerns regarding the budget and using the accrual method for RVPOA accounting. He also had questions regarding the 2016 Annual Budget that came in the first annual meeting packet along with the invoice. Eve Linton and Mary Pommier explained that the budget has been done in accrual method for years. A second copy of the budget was mailed in the second annual meeting packet along with the proxy and ballot, Eve Linton made notes to the side of the line items to better explain the budget to the homeowners.

Priscilla Watkins had written a letter to the board with her concerns regarding the 2016 Budget. She also had questions regarding the Vacant Lot Mowing Letter and the fact that there is no schedule mentioned for the RVPOA contractor to make it easier for homeowners to know when to mow their vacant lots.

Ted Martin stated that the 2014 budget was not presented at the last annual meeting per the RVPOA documents.

Gisela Taudte had concerns regarding transfer fees: Villages Services charges a \$150.00 transfer fee to be paid by the SELLER OR BUYER to fill out the estoppel form that the title company sends to our office to verify if they owe any assessments or not and what the current assessment is and if it is annually, monthly, or quarterly. Villages Services also sends a disclosure that the new owners have to sign at closing stating they are aware they are purchasing in a Deed Restricted Community and have assessments. If the title company makes the check for \$150.00 to Riverhaven POA instead of Villages Services, then Villages Services makes a check request to Riverhaven POA to get the funds back.

Larry Connor stated his concerns regarding the Storage Lot security issues be in the minutes: There has been significant property damage. He is asking the Board for a decision whether or not they plan on enhancing the security depending on funds available. The lease for the storage lot is for 5 years. John Nash plans to take the time and take a look at future plans for the storage yard along with Tom Smith.

**MINUTES: Patty Hardy**

**Motion to accept and approve the minutes from the December 16, 2015 Board Meeting with one (1) correction made by Mary Pommier, second by Jerry Griffin. All in favor. Motion passed.**

**TREASURER'S REPORT: Eve Linton-** (written report attached to minutes)

At the end of December the Association has current assets of \$85,571.80 which includes Regular checking, Storage lot checking, vacant lot checking, Money Market account, Directory Reserve, Storage Lot Reserve and Property Improvement Reserves. There are 7 liens on properties. Outstanding Accounts Receivable in the amount of \$600.00. **Accept and file for audit the Treasurer's Report for the month of December 2015 by Mary Pommier, second by Jerry Griffin, all in favor. Motion passed.**

**Motion to accept Beverly Simpson's resignation with regret, by Mary Pommier, second by Eve Linton. John Nash, Patty Hardy, Eve Linton, Jerry Griffin, Mary Pommier, in favor. Tom Smith and Dave Hughey against the motion. Motion passed.**

**Motion to appoint Cindy Venable to Beverly Simpsons position of responsibility for the Village Green area mowing along with the vacant lot mowing's, Tom Smith second, all in favor. Motion passed.**

**Motion by Eve Linton to pay for the new bulletin board from the Property Improvement Reserve Account #5075 in the amount of \$1,279.56. Second by Mary Pommier, all in favor. Motion passed.**

#### **Committee Reports:**

President: John Nash – (written report attached to minutes)

Highlights of written report: Received agreement from Larsen and Associates for them to represent Riverhaven Village POA and accept fees for costs for work to be done on the Deed Restrictions. Received complaints about an RV parked in the Riverhaven POA county right of way in the grass. (The island of grass between Shadowood and Riverhaven.) Called the President of Shadowood and it was moved the next day. **Received the bill from Crime Watch for the Luncheon, total is \$127.82. Motion to pay the bill made by Mary Pommier, second by Tom Smith. All in favor, motion passed.** Received email from Greg Vivolo, the President of the RVPOA Clubhouse, who has concerns that too many people have access to the Board Room.

The Election Committee will meet before the Annual Meeting to be trained on how to sign in people. It was brought up that there are no bio's or resumes from the new candidates running for the board, unfortunately they were not collected in time before the Annual Meeting Packets went out, these will be collected prior to the Annual Meeting and will be provided at the Annual Meeting to the membership.

Mowing & Village Green: Beverly Simpson- (written report attached to minutes)

Highlights of written report: Mowing is completed for the season. Contacted Chris Watson to let him know RVPOA wants him to trim the palm trees. Villages Services has mailed Vacant Lot Mowing letters and contracts.

Deed Restrictions: John Nash

Received phone call from Mrs.W allings regarding yard waste in backyard, a boat lift that is too high, and a boat parked in a cul-de-sac on weekends. VSC sent a Deed Restriction Courtesy Notice to a homeowner that had an information realty box in their front yard. **Motion made by Mary Pommier to NOT allow realtor information boxes but to allow clear information realtor tubes of the common standard size of 3"X12" attached to "FOR SALE" signs, second by Eve Linton. All in favor, motion passed.** I have authorized Deed Restriction letters to be sent for December and January. **Motion by Mary Pommier to send two (2) fining letters to two (2) homeowners, second by Jerry Griffin. All in favor, motion passed.** It was asked if there was a grace period for boat/trailers and RV's to be parked in driveways, there is no grace period stated in the Deed Restrictions at this time. Homeowners that need to have an item in their driveway for a 48 hour period of time need to contact John Nash or Villages Services in advance so that a courtesy notice is not sent.

Tom Smith asked for clarification on how fines were levied: First a courtesy notice is written to the homeowner, the homeowner is given 14 days to rectify/respond to the courtesy notice, if after 14 days it is not corrected, a second notice of non-compliance is sent to the homeowner. Again, the homeowner is given 14 days to rectify/respond. If after 14 days the homeowner has not corrected the violation, a final notice/notice of hearing is sent notifying the homeowner that their property will be fined \$100.00 per day not to exceed \$1000.00 for said violation. After the fining committee meets with the homeowner, if the violation is still not corrected or the homeowner repeats the violation, the courtesy notice process starts over again and the homeowner can be fined again.

Architectural Review: Jerry Griffin

Nothing to report, but had a question regarding a dock to be built on Stetson that poses a problem and needs more clarification from the builder. The house plans are fine.

Roads/Lights/Security/Nominating committee: Mary Pommier (written report attached to minutes)

Residents were reminded in the Newsletter that streetlights need to be kept free of vines that cover the lights. No new intent to run forms for the new Board were received, there are 3 candidates for 3 positions, will have resumes before the annual meeting. Newsletter will be posted on the bulletin board. Bill and Leslie Barth asked to be relieved of their duties on the Election Committee for the Annual Meeting. A new Election Committee was formed: Ed Lutkus (chair), Beverly Simpson, Paula Smith and Elaine Arnou. **Motion made by Mary Pommier to accept these four (4) candidates, two (2) additional candidates needed as required by the Bylaws, second by Dave Hughey. All in favor, motion passed.**

Front Entrance: Dave Hughey (written report attached to minutes)

Highlights of written report: New bulletin board has been erected; old bulletin board has been removed. The front entrance is in good shape. In the letter written to the board by Bob Darr, there was a question about the Front Entrance budget. The budget increased by \$900.00. Email was sent to Michelle at VSC asking for expenses itemized to see why the Front Entrance budget was under budget.

Storage Lot: Tom Smith (written report attached to minutes)

Inventory was done on January 11<sup>th</sup> with Erica Barker, there are 27 people on the waiting list, with seven (7) vacancies. Three (3) homeowners requested a refund for their 2016 storage lot fees. Storage lot needs improved security, at least one (1) more light in the area, fenced in all the way around, and needs a security camera installed, but the light is first priority.

**Motion made by Tom Smith to upgrade the storage lot with new light, completed fencing and gate, and security camera installed not to exceed the amount of \$18,139.95 in the Storage Lot Reserve. Motion was pulled after discussion.**

**Motion made by Tom Smith to install a new light pole not to exceed \$3,500.00, second by Mary Pommier, all in favor. Motion passed.** VSC will get at least one bid on a new light pole to be installed in the storage lot.

**Motion made by Tom Smith to accept Storage Lot Committee members: Larry Connor and Ted Martin and will add more members if needed, second by Dave Hughey. All in favor, motion passed.**

By-Law/DR Committee: Diane Alvarez

By-law revisions are almost done pending a couple answers needed from the attorney based on the retention letter that needs to be signed and sent. We are in the process of putting everything in draft written form, should be completed this coming week, pending the answers from the attorney. After the committee receives the response back from the attorney the revised By-Laws will be presented to the Board for review.

Manager's Report: Diane Evans (written report attached to minutes)

Received phone call from State Farm requesting that the invoice from Thomas Electric in the amount of \$265.00 be resubmitted as an itemized invoice. New invoice was dropped off at State Farm in Homosassa, check will be sent to Riverhaven. The Board does not have a Crime Policy/Fidelity Policy, had an appointment with Kerri Zirin from Bird Insurance (which is affiliated with Auto Owners) and there will be no money involved in changing the agent when the time comes. On the D&O/Fidelity Policy there will be a charge to rewrite the policy to cover the Fidelity portion which the Board does not have at this time, the bill should be around \$300.00. The balance sheet has been forwarded to Keri so she can get a firm price on the Fidelity Policy.

To clarify problems that occurred at the last Annual Meeting, there was a statement placed on the 2016 Proxy that states that the person signing the Proxy is identified as the owner that will cast the vote on the ballot.

Old Business:

**Motion made by Tom Smith to rescind the one portion of the motion made at the December 2015 Board Meeting to put a hold on filling vacancies in the Storage Lot for 2016 and allow residents from the waiting list to secure a spot in the Storage Lot, second by Mary Pommier. All in favor, motion passed.**

New Business:

Annual Meeting will be February 10, 2016 at 7:00pm at the Riverhaven Clubhouse.

John Nash will get more information regarding the possibility of getting "NO PARKING" signs on the county right-of-ways coming into Riverhaven Village.

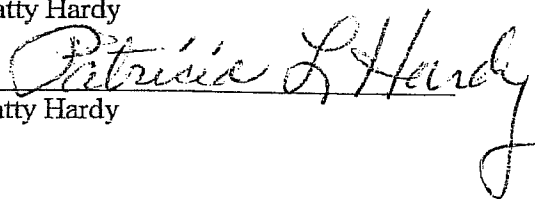
With no further business to come before the Board the meeting was adjourned at 12:17 P.M.

**Motion to adjourn by Mary Pommier second by Eve Linton. All in favor. Motion passed.** The next regular scheduled Board Meeting will be February 17, 2016 at 10 A.M.

Respectfully submitted by

Diane Evans, LCAM and Erica Barker, CAM for Riverhaven, POA, Inc. for

Patty Hardy

  
Patty Hardy

2-24-16  
Date