

**NORTHWOOD HOMEOWNER'S ASSOCIATION**  
Managing Agent - Community Association Management Services  
2002 N. Lois Avenue Suite 507  
Tampa, Florida 33607

**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**August 6, 2009**

**ROLL CALL:** Directors present: Burnis Kilpatrick, President; Dale Eber, Treasurer; Sharmaine Edginton, Secretary; Laura Smith, Director. QUORUM ESTABLISHED. ABSENT: Karen Uhlig, Vice-President

Management Representative: Cherlene Adewunmi of Community Association Management Services, LLC (CAMS).

Pursuant to duly given notice, the Board of Directors meeting for the Northwood Homeowners Association, Inc. was called to order by Burnis Kilpatrick, President-the New Tampa Library 10001 Cross Creek Boulevard, Tampa, Florida 34637 at 7:12 PM.

**APPROVAL OF MINUTES:**

The minutes for the June 4, 2009 meeting were presented for approval. Laura Smith motioned to approve the Minutes. Sharmaine Edginton seconded the motion and the motion passed unanimously 4-0.

The advanced posting of the meeting notice was confirmed and certified by the Board Secretary, Sharmaine Edginton.

**ORGANIZATIONAL MATTERS:**

**2010 BUDGET MEETING AND MAILING OF COUPONS**

Management representative of CAMS Cherlene Adewunmi indicated a preliminary budget will be presented at the October 1<sup>st</sup> meeting. The first part of the meeting will be the official 2010 budget meeting from 7-8 PM. The last part of the meeting will be the regular Board of Directors meeting from 8-9 PM.

Sharmaine Edginton indicated though she strongly favors delivering the newsletters in an attempt to save the community money, she is no longer willing to hand deliver them because of the lack of response/assistance from others. Ms. Edginton thanked several homeowners who were present for their help with the newsletter, which included Isabel Ramirez, Gloria Eber, and Dale Eber. Ms. Edginton presented the board with information regarding bulk mailing and made a motion for the Board's approval to obtain a bulk rate permit. Dale Eber seconded the motion and the motion passed unanimously 4-0.

#### ANNUAL ELECTION MEETING AND BOD'S WORKSHOP

The Board and Management discussed the upcoming annual election process and proposed incorporating a community workshop. The workshop will help homeowners who may be interested in serving better understand the role of each position on the Board. The first Annual Election meeting notice, which will include the intent form, will go out November 12<sup>th</sup>. The workshop is planned for December 3<sup>rd</sup> from 7-8 PM on the premise. The second Annual Election meeting notice will be mailed on December 10<sup>th</sup> with the election occurring on January 7, 2010.

#### CREATION OF FINING COMMITTEE UPDATE

The board agreed to table the discussion of a fining committee since Vice-President Karen Uhlig who first proposed the matter was not present and the remaining members had mixed feeling on the issue. Burnis Kilpatrick motioned to table the matter; Sharmaine Edginton seconded the motion and the motion passed 4-0.

#### PRESENTATION OF EXTERIOR PAINT COLOR CHART

Ms. Adewunmi provided the board with a color chart for consideration. The chart consists of additional colors to work in conjunction with the existing color scheme already found on every home within Northwood. The Board will review the additional colors and render a vote at the next meeting if possible.

#### REMAINING 2009 SOCIAL EVENTS

Laura Smith provided the Board with a printed report for the upcoming community BBQ on September 19<sup>th</sup>. Ms. Smith stated that Sonny's will cater the food again and the tent, tables and chairs have been ordered. Ms. Smith also indicated she has rented a snow cone machine, which was donated by a homeowner last year and

was very popular with the kids. The cost of the event is within the annual budgeted amount and volunteers are needed to help serve food.

Sharmaine Edginton indicated the Halloween event will be held at Caladesi Park as usual and the format she used last year will be repeated. Ms. Edginton asked Mr. Kilpatrick for the use of his projector again since the projected video was a big hit with the kids and attendees.

Ms. Edginton stated after recently receiving the email from Vice-President Karen Uhlig indicating she will not be chairperson for Santa's Visit, a call was placed to Santa to see if the date had been secured. Ms. Edginton was able to make arrangements with Santa to reserve December 12<sup>th</sup>. Management was provided a copy of the invoice to mail a deposit to Santa to secure the date.

#### **PRESIDENT'S REPORT:**

Mr. Kilpatrick stated the board appreciates the feedback (positive and negative) from homeowners. He also reminded attendees the board promised transparency and open communication. Mr. Kilpatrick indicated the recent newsletter included a financial update to last year's report, which shows the Association budget is now out of the red and in good standing. Having said that, Mr. Kilpatrick takes exception to the homeowner who objected to the inclusion and update on the financial status of the Association calling the board unprofessional via an email. Mr. Kilpatrick indicated the board will continue to honor its commitment of maintaining open lines of communication with homeowners and will continue to maintain transparency regarding the Association finances.

#### **MANAGEMENT REPORT:**

##### **VIOLATIONS**

For the month of July there was a decline in the number of homes the Association mowed. This is largely due to foreclosed homes bought and now occupied. Neglect of maintaining lawns is still the most cited violation, per the violation report for July 2009. Even though lawn violations are high, the overall violations of the community are low compared to this time in 2007 and 2008.

**FINANCIAL REPORT:**

As of July 31, 2009 there was \$32, 379.93 in the Operating Account and \$979.57 in the Reserve Account. As of the July 31<sup>st</sup> financials the Association is within budget with \$25,015.83 in outstanding homeowner assessments. This amount includes all the homes that have been lien.

CAMS per door price increased \$0.25 per door effective July 2009 for a total of \$4.00 per door per month. This increase was mutually agreed upon in early 2009 when CAMS increase wasn't initiated due to the financial condition of the Association.

**NEXT MEETING:** The next meeting will be held September 3, 2009 at 7:00 PM.  
Location: New Tampa Library Cross Creek

**ADJOURN:** Sharmaine Edginton motioned to adjourn the meeting. Laura Smith seconded the motion and the board voted unanimously 4-0. The meeting was adjourned at 8:30 PM.

**Respectfully Submitted:** \_\_\_\_\_

**Sharmaine Edginton**  
Secretary