

**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**  
**December 4, 2008**

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

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 7:15 PM.

**APPROVAL OF MINUTES:**

The minutes for the November 6, 2008 meeting were presented for approval. Karen Uhlig motioned to approve the November 6, 2008 Minutes. Laura Smith seconded the motion. Following discussion to correct the date regarding the mailing of the second election notice to reflect December 19<sup>th</sup>, the motion passed unanimously 4-0.

**ORGANIZATIONAL MATTERS:**

**RENTER/HOMEOWNER ISSUE UPDATE:**

Ms. Adewunmi indicated there have not been any further issues or complaints regarding the renters/homeowners on Sea Breeze Way. The Association's attorney was out due to maternity leave, but has since

returned and at the Board's request, a courtesy letter will be sent to the homeowner regarding the matter.

#### 2009 ANNUAL MEETING UPDATE:

Ms. Adewunmi confirmed that the 2009 Board of Director's Annual Election meeting notices were mailed out and reminded the board that the notice of intent forms deadline to submit is Wednesday, December 17, 2008. All forms submitted by the deadline date, candidate names would appear on the next mailer. However, submission after the deadline, nominations/names would be taken from the floor on the night of the election. The next mailer will consist of the proxies, which will be mailed on December 19<sup>th</sup>.

#### SURVEY FINDINGS:

Ms. Edginton indicated that while walking the community or while decorating the entrance, she has received a lot of positive feedback from homeowners. Though many did indicate they did not take the time to fill out and send in the HOA Board Survey. Of the hand full of surveys that the board did receive, the majority was also positive. Ms. Edginton stated that many homeowners are still confused about the roles of the CDD versus the HOA and that some of the comments were CDD related. Further, she noted that some homeowners in the Barrington did not make the connection of the two HOA's within Northwood. The Barrington has an HOA board, which is managed by Communities of America (COA) and Northwood HOA as a whole is managed by CAMS.

#### UPCOMING SOCIAL EVENT:

Karen Uhlig confirmed the arrangements regarding the December 13, 2008 Santa's Visit and stated the candy canes were bought courtesy of Ikare Publishing. Santa will visit Northwood from 2-4 PM.

#### PRESIDENT'S REPORT:

Mr. Kilpatrick took a moment to recognize the members of the board for the service of the past year. He recapped the administrative achievements and social events and thanked management and board members for their hard work. Specifically, Mr. Kilpatrick praised the efforts and end product of the revised and updated Standard's for Community Living guidelines

document, which has brought Northwood into compliance with state and local laws. Finally, he asked that each board member consider running for re-election at least for one more year to give us a chance to continue what this board has started and with hopes of leaving a legacy of building community for the next board.

### **MANAGEMENT REPORT:**

ADMINISTRATIVE: As of 12/1/08 we have received one "Intent to be a Candidate Form." The deadline to submit the intents is December 17<sup>th</sup> for those names to be reflected on the next meeting mailer.

VIOLATIONS: The Association had a few homes to mow for the month of November. The Association is not expected to mow any more homes for the remainder of the year as the lawns are not growing as fast due to the lack of rain.

There are revised county mandates that stipulate that Association's cannot enforce replacement of dead sod and fertilization (require watering). The water restrictions and fines are very severe and CAMS will only send notices regarding lawns that have high grass and or weeds or lawns that need edging. We can no longer send notices for dying sod until the mandate is lifted. Below is a link that will be useful for homeowners regarding the restrictions. <http://www.swfwmd.state.fl.us/conservation/restrictions/tightened.html>.

### **FINANCIAL REPORT:**

As of 11/30/08 there was \$5,702.44 in the Operating Account and \$972.83 in the Reserve Account. The total accounts receivables for November is \$19,810.09. CAMS have sent 45-day pre-lien notices. In the process we have found several bank owned accounts. Those accounts have been changed over to reflect the bank information and notices have been sent to the banks regarding their delinquencies. We feel very confident that the efforts that have been put forth will result in Northwood being financially stable. In addition, we expect the situation will get better as long as management and the Board stay on top of the situation.

Per South Data and my last management report, the 2009 coupons were mailed later than expected. Instead of the second week of November they were mailed the week of Thanksgiving. Owners should contact management if they have not received their coupons by the end of the first week of December.

**NEXT MEETING:** The next meeting will be held January 12, 2009 at 6:30 PM. Location: Pebble Creek Golf Club.

**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 8:45 PM.

**Respectfully Submitted:** \_\_\_\_\_  
**Sharmaine Edginton**  
Secretary