

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
March 5, 2009

ROLL CALL: Directors present: Burnis Kilpatrick, President; Jeffery Sauber, Treasurer; Laura Smith, Director; Sharmaine Edginton, Secretary. 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 February 5, 2009 meeting were presented for approval. Jeff Sauber motioned to approve the Minutes. Laura Smith seconded the motion and the motion passed unanimously 4-0.

ORGANIZATIONAL MATTERS:

SENIOR/ADULT LIVING FACILITY

An owner residing on Sea Breeze way petitioned the Board to approve their home as an adult living facility. Upon reviewing Northwood's governing documents, the Board informed the homeowners, who were present at the meeting, that under Article VIII-Use Restrictions; Sect: 6 Commercial Uses: "No trade, business, profession or other type of commercial activity shall be carried on upon any Lot"... was prohibited.

However, the homeowners felt strongly that their business was not necessarily considered commercial since the number of residents at the facility would be no more than six. Homeowner offered to provide additional supporting documents and also stated that several neighboring communities have such a facility in the neighborhood.

Due to the nature of the matter, the Board unanimously agreed to seek legal advise on the matter and the issue was tabled pending further research.

ARC COMPLAINT

CAMS received a letter from a homeowner regarding the cost of the ARC application as well as his concern on who approves the ARC. The homeowner suggests that anyone who wishes to complete any modifications to the outside of the home get approval from their immediate next-door neighbors. The position of the Board has to be from a business stand and all policies and procedures must be in compliance with the governing documents, local and state law. Having neighbors approve and or disapprove applications will result in chaos and/or possible lawsuits.

Mr. Kilpatrick requested management to provide a written brief explanation on the ARC process to enable the Board to provide a more detailed explanation to homeowners upon request.

PRESIDENT'S REPORT:

Mr. Kilpatrick stated since the Board has decided to continue to hand deliver the newsletters that perhaps the process can be done in a more structured manner and also with the help of more volunteers. In an effort to get more volunteers, maybe an incentive could be in the form of gift certificates from Bonefish Grills or from one of the restaurant in the area.

Mr. Kilpatrick requested that Ms. Edginton obtain a street grid of Northwood off the internet (googles) so that volunteer could have a map of the community.

Mr. Kilpatrick also reminded the Board that an Election workshop in early Fall, hosted by CAMS, would provide an opportunity to educated interested homeowners on the role of Board members.

MANAGEMENT REPORT:

Management representative Cherlene Adewunmi of CAMS presented the management report as follows:

VIOLATIONS: 1328 Salt Clay Court

A copy of the violation letter the attorney sent to the tenants and the homeowners was included in the board package. The homeowner is responsible for the cost of the letter that was mailed at a cost of \$300.00.

INSURANCE:

COA paid Northwood's Directors and Officers insurance back on 11/2008 out of the Barrington Account. This was brought to CAMS attention on February 2, 2009. I have confirmed the amount was paid and the policy is in place and Northwood is to reimburse Barrington \$2053.00 for the policy that ends October 2009. I have advised Watts, Dawson & Associates to make sure CAMS address is on the account. Barrington has been reimbursed.

FINANCIAL REPORT:

As of February 28, 2009 \$35, 944.26 was in the Operating Account and \$860.63 was in the Reserve Account. CAMS closed out a Capital One Account that was held by the last management company in the amount of \$116.29. This was interest that was accumulated from the Reserve Funds.

There is \$43, 705.60 in outstanding assessments. This amount is calculated from regular annual assessments; late fees, interest and owners who have had their homes mowed but have yet to pay the Association. CAMS is in the process of sending out pre-lien notices for the 2009 assessments.

Northwood finances are fine at the current time but I would suggest to the Board to keep in mind that the dues are collected annually. All the funds received are to take care of the expenses for the remainder of 2009. If

there are items that the Board and/or its committees can take care of I encourage the Board to consider this when approving expenditures.

The annual compilation for 2008 cost \$1200.00. This is \$200 over the budgeted amount but is something that needed to be done. A compilation doesn't give an opinion like an audit only compiles your income and expenses.

NEXT MEETING: The next meeting will be held April 2, 2009 at 7:00 PM.
Location: New Tampa Library Cross Creek

ADJOURN: Jeff Sauber motioned to adjourn the meeting. Sharmaine Edginton seconded the motion and the board voted unanimously 4-0. The meeting was adjourned at 8:15 PM.

Respectfully Submitted: _____
Sharmaine Edginton
Secretary