

# **Vizcaya at Waterford, Homeowners Association, Inc.**

c/o Presidential Group South, Inc.  
135 W. Pineview Street  
Altamonte Springs, FL 32714

## **Meeting of the Board of Directors 2/20/05, Alafaya Library, 1200 E. Colonial Dr., Orlando, FL**

Call to Order: Meeting is called to order 3:50PM

Proof of Notice: Notice was posted at the entry to the Community 48 hours in advance.

Verification of Quorum: All Directors are in attendance; James (Jim) Sramek, Javier Boy, Lorraine Castillo, John Styer and Gretchen Boykin. Bridgette Ross is in attendance from Presidential Group South, Inc.

Report to Members:

Presidents Report:

Jim reports to members on the status of the Boards work on matters with Cafe Homes, and of the complaint recorded with the Better Business Bureau.

Jim addresses the need and concern of the Board to adopt a Mission Statement.

Financial Report:

Javier reports to members on the status of \$8,939.43 in cash held by the Association from 2005 dues collected as of January 31, 2005 and reports on the collection of delinquent accounts receivable of \$4,515.00

Management Report:

Bridgette reports on the status as of letters and requests for information sent out on behalf of the Association. Report is made of the phone call received from Carlos Rivero in response to the letter written on behalf of the Association. Report was made of the mulch installation by Major Mulch, and of their erroneous application of mulch not only to Association property, but also to homes along the entry of Sophia Marie Loop without authorization.

Old Business:

Approval of the Minutes: Minutes from the February 6<sup>th</sup>, 2005 meeting were read, Lorraine motions to approve the minutes as presented, John seconds without objection so moved. New Business:

Signature Cards are presented and signed by Jim and Javier for the Association. Lorraine motions for the adoption of an Operations Committee Charter, seconded by Gretchen, and without objection so moved.

Jim motions for the adoption of a Finance Committee Charter, seconded by Javier without objection so moved.

Appointees to the Committees:

By unanimous appointment -Members of the Operations Committee will be John Styer, George Hernandez and Lorraine Castillo

By unanimous appointment- Members of the Financial Committee will be Javier Boy, Erida Queseda and Emile Mathieu

Gretchen motions for the adoption of the Board of Directors Mission Statement, Lorraine seconds without objection so moved.

Gretchen motions for the adoption of the Architectural Review Committee Mission Statement, Jim seconds and without objection so moved.

Jim motions for the adoption of the Association Collection Policy, Javier seconds and without objection, so moved.

Jim motions that the approval of the letter to the Florida Real Estate Commission is tabled until legal counsel can review, Lorraine seconds and without objection so moved.

Jim motions for approval of the letter sent to the Better Business Bureau on behalf of the Association, Gretchen seconds, without any objections so moved.

The engagement of Legal Counsel for the Association is tabled until more information can be obtained by Management.

Schedule Next Meeting: The next meeting of the Board of Directors is scheduled for March 20<sup>th</sup> at 3:45PM at the Alafaya Library.

Adjournment: Jim motions to adjourn at 5:03PM, Javier seconds, with no objections, so moved.

Approved by the Board

Date