

Gator Trace Master Association Board of Directors Meeting Wednesday, January 4, 2012 – Gator Trace Clubhouse

This regular board meeting was called to order by Ken Olen at 9:05am with the following board members in attendance: Dale Cawthorne (Villas at Gator Trace), Peter Frohlich (Gator Trace Condominiums), Jim Gleason (Gator Trace Homeowners Association), Lantie Hughes (Gator Trace Golf and Country Club), Ken Olen (New Century Condominiums), Jim Lennon (Gator Trace Garden Villas), and Cyndy Webb (Secretary). There was also one resident present.

The minutes of the last meeting were read and approved with the correction that the board approved fishing in the lakes and ponds by any resident of Gator Trace.

TREASURER'S REPORT:

The bid for the 2011 financial review is \$3,500.00. Income for 2011 came to \$290,269.51 plus an additional \$29,160 from the Comcast contract renewal. Final 2011 figures are now waiting on the final bank statement. We currently have reserve accounts for Lakes & Canal Drainage, Paving, Irrigation, and Cable TV.

OLD BUSINESS:

The telephone directory had been proofed by each area and will now be given back to Dale Cawthorne to submit to the publisher. Due to the number of mistakes, this will require re-proofing prior to final printing and distribution.

The back entrance barricade is now in place and appears to be working.

Stop signs have been purchased and installed.

The owner survey in regard to retaining outside security services did not go out with the annual meeting notice. Another mailing will be created and sent to all owners.

Lawn maintenance proposals from Plant Haven and Florida Scapes were discussed with no action taken.

NEW BUSINESS:

Ken Olen moved and Jim Gleason seconded the following: The burden of operating the Master Association be divided between the Directors, according to five areas of responsibility: Grounds Maintenance; Storm Water Drainage; Roads, Curbs and Sidewalks; Financial, Accounting and Assessment Collection; and Legal, and Insurance Administration. Under this organization each Director would not only accept responsibility, but also be given the authority to manage one of the defined areas. Authority would include budgeting, cost control, contract management, and invoice approval for payment. The Director would also be responsible, where necessary, to solicit competitive bids, which would be presented to the Board for evaluation and approval. In addition to improving efficiency and providing a more transparent operation, it was further moved to computerize both the Assessment

Collection and Cost Accounting functions, wherein a detailed list of accounts would be established. The Treasurer will be paid for the work involved in the Financial, Accounting and Assessment Collection duties. The motion passed unanimously.

Officers and board duty appointments for the year 2012 are:

Kenneth Olen, President (Administrative, Legal & Insurance)
James Gleason, Vice-President (Grounds Maintenance)
James Lennon, Treasurer (Assessment Collection & Accounting)
Cynthia Webb, Secretary (Minutes, Mailings & Non-Financial Record Keeping)
Dale Cawthorne, Director-at-Large (Roads, Curbs, Sidewalks, Catch Basins, & Signs)
Peter Frohlich, Director-at-Large (Storm Water Drainage, Lake/Pond Maintenance)
Lantie Hughes, Director-at-Large (Clubhouse & Golf Course)

A letter from resident Joanne Driscoll and her question regarding clubhouse pool privileges for owners was discussed. Lantie Hughes proposed that Gator Trace Country Club is willing to offer pool privileges to owners at a cost of \$25 per quarter per owner, payable through each individual association. Ken Olen moved and Jim Gleason seconded a motion to include this question in the owner survey being mailed out to determine owner interest in the proposal. The motion passed unanimously.

A bid from Lake Masters was presented to maintain the ponds, culverts and canals, which back up to homeowner private property and are not accessible to the golf course, for \$327 per month. Dale Cawthorne moved to accept this bid and Jim Gleason seconded the motion. It passed unanimously.

The meeting was adjourned at 11:00am.

Respectfully submitted,

Cyndy Webb, Secretary