

# SIENA OAKS HOMEOWNERS ASSOCIATION

December 17, 2009

## CALL TO ORDER/DETERMINATION OF A QUORUM:

The Siena Oaks Board of Directors Meeting was called to order at 7:00PM by President Al Brown. Other Directors in attendance were Secretary Marie Mauceri, Treasurer Carol Heuser and Vice President David Blackburn. Cherylynn Pannebecker of OPC Management was present. Notice was posted in accordance with Florida Statutes.

## APPROVAL OF NOVEMBER 18, 2009 MEETING MINUTES:

Mrs. Mauceri made a motion to approve the November 18, 2009 meeting minutes as submitted, seconded by Mr. Brown and the motion passed unanimously.

**DISCUSSION OF IRONTSTONE BANK:** Mrs. Pannebecker provided the Board with a sheet including three banks rates for CD's. PNC at for 13 months 1.80%, Ironstone 1.5% and Citibank .75%. After discussion the Board requested that each bank provide a package reporting what each has to offer, the rates, what is included if both accounts are transferred to that bank. This item is tabled until all information is received.

**TREASURER REPORT:** Mrs. Pannebecker reported that the cash operating account is at a minus \$29,403.88 with accounts receivable total at \$78,238.35 in late assessments. The reserve account had a balance of \$416,271. There were 59 owners with outstanding assessments as of November 30<sup>th</sup> with 46 owners remaining as of December 7<sup>th</sup>. 21 owners have been sent to the attorney for collections. Mrs. Pannebecker reported that Lots 101 and 74 made payments bringing the account current.

Mrs. Pannebecker reported that the grounds maintenance is over budget due to the special spray of the ficus hedge.

Lot 128 – Mrs. Pannebecker reported that the attorney has requested that the Board make a decision regarding this lot making payments of \$200 with a monthly assessment of \$160. Each month a late charge and interest is being added making the payment of \$200 inadequate to bring this lot to current. After discussion the Board requested that Mrs. Pannebecker send the owner a letter stating that the current payment plan is unacceptable, explaining the payment and late fees with interest and request a more conducive payment plan be submitted for approval.

## COMMITTEE REPORTS:

ACC – Ms. Mossieri stated that Lot 112 installed a double gate as opposed to the single gate that most of the residents have installed. The owner submitted a plan showing the approved fence and gate which was approved, however installed a double gate that was not on the plan. After discussion the Board stated that the documents are silent in regards to gates and since this gate is made of the approved fencing they will approve it. A motion was made by Mrs. Mauceri to approve the current double gate, seconded by Mrs. Heuser and passed unanimously.

Mrs. Vita requested that the Board review Lot 104 and the request to install plant covering for the ground instead of sod due to the Oak Trees. After discussion Mr. Brown requested that the owner meet with Rood Landscaping and provide a plan for approval on types of plants that will survive in the shade of the Oak Trees.

Landscape – No report as Mrs. Marchetto was not present. Mrs. Pannebecker reported that Lot 64 reported a complaint that Lot 218 trees are encroaching and pushing on his fence. After discussion a motion was made by Mrs. Mauceri that a letter be sent to the owner requesting that the trees be trimmed off the fence line with a 14 day period and if not the Board will have the landscaper take care of and add to their assessment, seconded by Mrs. Heuser and passed unanimously.

Covenants – Mrs. Mossieri stated that many owners have not complied with the violation letters and requested that the fining letter be sent to all residents stating the fine will be imposed in 14 days. Mrs. Pannebecker reviewed the list and a motion was made by Mr. Blackburn to move ahead with the fines as the documents state, seconded by Mrs. Heuser and passed unanimously.

Welcome – Mrs. Rollo had no report.

Compliance Review – No report.

**MANAGER REPORT:** Mrs. Pannebecker summarized the manager’s report (copy attached).

Lock on Estate Walkway: Mrs. Pannebecker reported that Mrs. Mauceri would like to see a combination lock similar to the pool and tennis area lock be installed on the estate side gate. After discussion a motion was made by Mrs. Mauceri to approve the installation of the combination lock not to exceed the \$1,500, seconded by Mr. Brown and passed unanimously. The Board requested that the owners be notified of the combination number once it is installed.

Meeting Sign: Mrs. Pannebecker reported that a new sign can be installed for approximately \$400 like the one installed at Harbour Isles. After discussion Mr. Brown stated that he will investigate the option of his vendor enclosing the present sign with plexi-glass and report back to the Board on the cost.

Tennis Court Repair: Mrs. Pannebecker reported that she has been trying for over 2 months to contact Accurate Tennis to review the damage to the tennis courts and the vendor has not returned any calls or answered any letters. Mrs. Pannebecker reminded the Board that this occurred the first time when they were hired to resurface the courts. The Board requested that Mrs. Pannebecker proceed with trying to contact the vendor.

Sidewalk Repairs: Due to the financial status of the association the Board tabled the sidewalk repairs and will revisit this issue when finances are better. Mrs. Rollo requested that the sidewalk at 10223 be reviewed as the walkway is sticking up and is a hazard. After discussion the Board requested that this walkway be reviewed and a price obtained for repair.

Pool Depth Markers: Mrs. Pannebecker reported that the pool company is forwarding the pool depth markers as requested for no cost from the manufacturer. The replacement will be looked at in the future however the Board at least wanted the tiles on site.

**NEW BUSINESS:**

Palm Beach Gardens Police Patrol Renewal: Mrs. Pannebecker reported that the requested meeting was held with Sergeant Schnur of the Palm Beach Gardens Police Department and all issues were addressed. Mrs. Pannebecker reported that the pool area parking lot is off limits to the officers and should someone see them sitting there to please notify the management office. After discussion a motion was made by Mr. Blackburn to approve the renewal for the off duty patrol as submitted, seconded by Mrs. Mauceri. Mr. Brown voted yes and Mrs. Heuser abstained. The motion carried a 3 – 1 vote.

Mailbox Flags: Mrs. Pannebecker stated that the mailbox flags can be purchased for \$19.99 plus shipping. Mrs. Mauceri questioned that if the mailboxes are on common area why isn’t the association paying for the flags. After discussion Mr. Brown stated that the owners will be responsible for the flag purchase and can contact Cherylynn for the information.

Discussion of Lot 293 request for a screen: Mrs. Pannebecker summarized the meeting MR. Blackburn held with the unit owner in regards to the white fly ficus bug on this hedge and the owners request that the landscaper install a temporary screen to block the bareness of the hedge and the lighting from the school.

After discussion the Board stated that there is nothing the landscaper could have done as we treated this bug upon finding it in the community. The hedges are starting to come back and another treatment will be done in April. Mrs. Pannebecker will let the owner know and contact he school to ask if the lights could be shut off for the time being.

Comcast Cable: Mr. Brown requested that information be obtained as to whether Comcast can shut off late owner's cable in each home. Mrs. Mauceri reported that this information was previously discussed and Comcast reported that because of the bulk agreement that each home could not be separately shut off. Mrs. Pannebecker will speak with her contact and provide this information to the Board.

Mrs. Heuser requested that the when the management company provides the financials that one completed set be bought to the meeting and that the Board members only receive the first five pages in order to save monies on copying and paper. Mrs. Heuser was concerned with the costs of postage, copying and office supplies. Mrs. Pannebecker reported that a lot of the cost is associated with the hundreds of violation letters including copy the form, letters and postage for mailing.

**ADJOURNMENT**

There being no further business to come before the Board, Mr. Blackburn moved to adjourn the meeting at 8:50 pm, seconded by Mrs. Heuser and the motion passed unanimously.

Cherylynn Pannebecker  
Recording Secretary

Marie Mauceri  
Association Secretary