

The Villas of Sunset Grove HOA: Meeting Notes

August 19, 2014

6:32 PM Called to Order

ATTENDANCE

- John – present
- Angelique – present
- Arlene – present
- Dave – present
- Dwight – absent
- 1 resident

SPEAKER

Officer Melody Phelps

MINUTES

- Waived prior BOD minutes

COMMUNITY REPORT

- Delinquencies and financial snapshot reviewed
- 12 units delinquent
- 4 pending foreclosures

OLD BUSINESS

- John to provide logo for entry signs to Arlene; also reached out to A. Gurney for info on what company does their city signs

NEW BUSINESS

- No new compliance letters were sent out
- Annual meeting will be in October so we can also review the survey results
- Community yard sale beginning of November?
- Community Day – November?

NEXT MEETING: September 23, 2014 @ 6:30 PM at VFW

7:38 PM Meeting Adjourned

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TO-DO ITEMS

Task	Owner(s)	Due Date	Status
Send Community Survey to members (due back by 9/5)	Angelique	8/22	In Progress
Draft a letter to members regarding approval to have the HOA take ownership of the block wall.	Angelique	8/30	Open
Obtain original palm tree logo image and send to Arlene.	John	8/30	Open
Create newsletter format and publication schedule.	Angelique	8/30	In Progress
Obtain Clearwater Towing contract from them.	Angelique	8/30	In Progress
Get at least 3 quotes for the new entry signs. Dunlap, Signs by Tomorrow, and Impact Signs. Obtain additional quote from City of Clearwater's sign company.	Arlene Dave John Angelique	9/5	In Progress
Write notification to homeowners regarding postponement of block party.	Angelique	4/22	Complete
Distribute letter about block party postponement to residents.	Dave	4/22	Complete
Open P.O. Box at Hercules (1 st choice) or Belcher (2 nd choice).	John	4/28	Complete
Write formal termination letter, sign, and send to Ameri-Tech.	Ang (letter) John (to sign)	4/28	Complete
Edit Good Neighbor Guide based on Board's review.	Angelique	4/28	Complete
Edit letter to residents (regarding new committees) based on Board's review.	Angelique	4/28	Complete
Purchase domain name for HOA website: villasofsunsetgrove.com.	Angelique	4/28	Complete
Close bank account; open new one with BB&T or other bank.	John Arlene	5/19	Complete
Change Ameri-Tech as registered agent in SunBiz.	John Arlene	5/19	Complete
Get our Duke Energy account number.	John Arlene	5/19	Complete

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Contact president of the association behind us to let them know about the new sign.	Arlene	5/19	Complete
Send list of homeowners addresses who live outside of The Villas to John.	Arlene	6/18	Complete
Make copy of current list of bylaws and documents and give to John.	Arlene	6/18	Complete
Purchase "No Parking" template and spray paint for curbs.	John	6/20	Complete
Send the presentation slide that shows all the street signs to the board for review.	Angelique	6/20	Complete
Group compliance walk @ 7:30 PM	All Board Members	6/24	Complete
Get paint color codes from Home Depot so we can include the info in our guide.	Dave	7/26	Complete
Create survey, review with board and get edits and approval of final.	Angelique	7/26	Complete

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