



6:30 PM Called to Order

ATTENDANCE

- John
- Dave
- Angelique
- 1 homeowner

MINUTES

- Waived prior BOD minutes; approve as presented

COMMUNITY REPORT

- Reviewed financial snapshot
- 16 delinquencies
- 1 pending foreclosure

OLD BUSINESS

- Non-compliance issues: will email Nilda from the city to schedule a compliance walk with Dave
- Street flooding update: will take about another month to get the other drain done

NEW BUSINESS

- Recent improvements to the community: Dave has put in new posts and street signs; will take another month to get the rest of them in; we reduced the amount of signs by at least 5-6
- Next Community Yard Sale: scheduled for November 13 & 14; Angelique will design flyers and signs and will let Dave know when the printer has them ready
- House that has rats has been re-filed as foreclosure; Arlene will get lawyer's info and John will contact them

MEMBERSHIP COMMENTS

- None

NEXT MEETING: Tuesday, October 20, 2015 @ 6:30pm

6:45 PM Meeting Adjourned



Task	Owner(s)	Due Date	Status
Reach out to city and have them come back out for a non-compliance walk.	Angelique	September	Open
Create flyers and signs for next yard sale, which will be on Nov. 13 & 14.	Angelique	September	Open
Print copies of letter to homeowners and mail them to each homeowner	John Angelique	September	Open
Create preliminary budget to send to homeowners	John	October	Open
Review Documents and amend and restate based on community vote	All	2016	Open
Create newsletter format and publication schedule.	Angelique	TBD	On Hold
Draft and send a letter to all homeowners who are delinquent on their HOA fees	John	June	Complete
Get three quotes to install drain pipe	Dave	June	Complete
Look into taking ownership of the overflow parking on both ends and the street	John	June	Complete
Get bids from companies for Roto Router to clean out all the drains on the street to help with the flooding issue	Dave	May	Complete
Draft a letter to members regarding approval to have the HOA take ownership of the block wall. <i>[Note: this will be voted on in May.]</i>	John Angelique	April 2015	Complete
Prepare communications and other materials for: Good Neighbor Day, Yard Sale #2, and Clearwater Neighborhood Day	Angelique	March 2015	Complete
Draft and distribute a reminder letter to members regarding keeping dogs on a leash and picking up feces.	John Angelique Dave	March 2015	Complete
Look into whether or not the condos have legal right to put their address sign on our wall.	Arlene	March 2015	Complete
Hand out and mail out Letter from the President to homeowners and renters	John Angelique	March 2015	Complete
Schedule pressure washing date	John	March 2015	Complete
Contact Tim White @ Forsite Mailboxes and get quotes	Dave	February 2015	Complete



Task	Owner(s)	Due Date	Status
Install three entryway signs.	John Angelique Dave	1/18/2015	Complete
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	12/31	Complete
Call Florida Graphic Services	John	12/19	Complete
Call Frontier Lighting to get options and quotes for entryway sign lighting	John	12/19	Complete
Draft a reminder letter to members regarding trash, recyclables and bulk items; send to each homeowner and renter.	John Angelique Dave	11/1	Complete
Fill pot hole in road	Dave John	10/10	Complete
Obtain original palm tree logo image and send to Arlene.	John	9/30	Complete
Print & send Community Survey to members (due back by Friday 10/10)	Angelique	9/30	Complete
Schedule compliance walk with Nilda.	John Angelique	9/30	Complete
Email Nilda regarding compliance issues.	Angelique	9/30	Complete
Call towing company again to get copy of contract (they sent wrong one last time).	John Angelique	9/26	Complete
Create survey, review with board and get edits and approval of final.	Angelique	7/26	Complete
Get paint color codes from Home Depot so we can include the info in our guide.	Dave	7/26	Complete
Group compliance walk @ 7:30 PM	All Board Members	6/24	Complete
Send the presentation slide that shows all the street signs to the board for review.	Angelique	6/20	Complete
Purchase "No Parking" template and spray paint for curbs.	John	6/20	Complete
Make copy of current list of bylaws and documents and give to John.	Arlene	6/18	Complete
Send list of homeowners addresses who live outside of The Villas to John.	Arlene	6/18	Complete
Close bank account; open new one with BB&T or other bank.	John Arlene	5/19	Complete

THE VILLAS OF
SUNSET GROVE



HOA Board Meeting Notes

8/25/15

Task	Owner(s)	Due Date	Status
Change Ameri-Tech as registered agent in SunBiz.	John Arlene	5/19	Complete
Get our Duke Energy account number.	John Arlene	5/19	Complete
Contact president of the association behind us to let them know about the new sign.	Arlene	5/19	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
Distribute letter about block party postponement to residents.	Dave	4/22	Complete
Write notification to homeowners regarding postponement of block party.	Angelique	4/22	Complete