

BFCA Board of Directors Meeting Minutes

Jack L. McLean Community Center

February 26, 2008

- Meeting Called to Order at 7:01PM.
- Participants included: Warees Smith, Jill Harper, Jane McElroy, Vicki Marlatt, Terra Sherlock and Charlotte Hicks.

Board of Directors Report:

- Approval of January annual meeting minutes.
Warees made the motion and Jane seconded. All in favor.
- Warees shared a letter which was composed by Jill and mailed to FFW & office of Governor Crist regarding pond fishing and turtles.
- Warees reported that the board is still investigating the condemnation funds. No miss-applied funds were found. He spoke to Rod Nedeau and Sheila Smith but neither has documentation of what the exact terms were. Vicki suggested talking with David Rosenfeld as he might have been the Board President when this happened.

Board actions and votes taken via email: Warees stated these will be covered at each subsequent meeting from now on.

- Board voted to forego purchase of Harvest Place property for sale due to lack of specificity for future use and legal requirements with respect to the title.
- Election of Warees Smith as Board president, Jane McElroy, Vice-President, Jill Harper, board member, 2009.
- Evaluation and legal review of BFCA restrictive covenants for 2009. There is a general need to have restrictive covenants reviewed every few years for purpose of keeping up with new laws and to provide specificity. Jane McElroy is leading this effort. She is conducting research and welcomes all input.
- Unanimous vote to appoint Debbie Dowler as BFCA bookkeeper. A contract is under development. It will be retroactive to the date of the annual Homeowners' meeting, Jan. 22, 2009. The Board agreed that the annual dues (\$600.00) for Debbie's two lots is fair compensation.

Report of the Treasurer:

- Report from the Vicki as to our current balances:
Checking \$24,423.89
Money Market 10,877.77
CD's (3) 4,141.82 each
- QuickBooks software was purchased for new Bookkeeper & Treasurer.

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- Transfer of existing BFCA files to new bookkeeper from Kristi Clary is complete but Vicki and Debbie are still going over the records. They are setting up a system of checks and balances so that Vicki and Warees have signing authority and Debbie cuts the checks. Additional checks & balances will include invoices to be initialed by the board President and Treasurer for all new checks mailed, and quarterly reports by the bookkeeper comparing budget with expenses.
- Final invoice received from Kristi Clary for \$1,900.00 for 55 hours of work performed. The Board is requesting more specificity as the hours are not consistent with the documentation.

Report of the ACC: Warees presented the report which was prepared by Llona Geiger.

- One tree removal on Brookside Blvd. was approved on the condition that it be replaced within 60 days.
- Another tree removal recommended by Stan Rosenthal was approved on Brookside Blvd.
- There is a request pending to add a new deck to a home on Silverwood Drive.

Report of the Neighborhood Watch Coordinator:

- Terra Sherlock distributed a written report which indicated that our neighborhood has been quiet for several months.
- Terra will be scheduling the first 2009 Neighborhood Watch Captain's meeting in March.

Report of the Grounds Committee: Warees reported for Terry Tenold.

- Board voted via email to hire Kelly Blair for minor maintenance services. \$100.00 for construction of no-trespassing signs & \$250.00 for repair to BFCA fence due to 2008 tropical storm damage.
- The Board agreed to ask Kelly to make two additional signs at \$25.00 each to post our meetings.
- Potholes repaired and a large hole on Red Maple/Brookside was filled.
- Terry is still getting estimates from other lawn services.

Other Business:

- Meeting to be scheduled with Ellen Peyton and Gail Allbritton regarding reinstituting BFCA newsletter.
- In accordance with a recommendation from the January Homeowners' meeting the Board formed a Pond Committee. Members appointed are: Jill Harper, Vicki Marlatt, Debbie Taggart and Charlotte Hicks. The committee will contact John Cox, program manager for the city of Tallahassee's storm water pollution reduction program, to set up a meeting.
- Jane brought up a discussion about CONA (Council of Neighborhood Associations). They meet every two months and present a voice for neighborhood associations. Jill stated that we used to belong. Jill made a motion that we join CONA. Jane seconded. Passed unanimously. Jane will follow-up.

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Meeting Adjourned at 8:07PM.:

- Next board meeting is set for April 23, 2009.