

BOARD OF DIRECTORS

April 13, 2004

7:00 P.M.

Call to Order: The President, Endell Stevens called the meeting to order at 7:00 p.m. on April 15, 2004 at Holley by the Sea Recreation Center.

Roll Call/Determination of a Quorum: Present were Board members: Mr. Crouch, Mr. Parenteau, Mr. Pinter and Mr. Endell Stevens. Quorum present. Mr. ~~Pinter~~ ^{Gregory} -resigned.

Mr. Crouch stipulated the meeting notice was posted as required by law.

Reading of Minutes: Mr. Crouch read the minutes of the March Board meeting. Mr. Parenteau moved to pass the minutes with corrections as read. 2nd by Mr. Pinter. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

Mr. Crouch read the minutes of the Special Board Meeting. Mr. Pinter moved to pass the minutes as read. 2nd by Mr. Parenteau. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

President's Report: President Stevens reported the construction projects would be published in the newsletter. President Stevens reminded the general manager and the board that Commission Buck Lee's request of HBTS mark each road we need the grass cut on be marked out on the map and returned to his office before the cutting begins.

Treasurer's Report: Mr. Parenteau reported as of March 31, 2004 there is \$884,974.59 in the operating fund of which \$88,384.88 is in escrow for building and \$969,283.81 in the reserve fund. This gives HBTS a total of \$1.85 million and .34 cents. Mr. Crouch moved to accept the report as read. 2nd by Mr. Pinter. Motion passed Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

Secretary's Report: Mr. Crouch reported 10 people would be running for the board. Their Bios will be in the next newsletter exactly as written. Mr. Crouch reported Mr. Gregory has resigned and we will be holding an election tonight to replace him. Mr. Pinter questioned the eligibility of the candidates for 2004-2006 elections. Mr. Crouch stated they are all property owners and over the age of 18. Mr. Stevens said the proper process is they are to be turned over to the chairperson of the nominating committee and they are to verify wherever they are qualified or not and Mr. Vickers had received from Mr. Chapman a layout with the times and dates for these procedures. Mr. Parenteau move to accept the secretary's report. 2nd by Mr. Pinter. Motion passed Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

Internal Vice-President Report: no report

External Vice President Report: no report

General Manager's Report:

Mr. Vickers Reported:

Tab #1-Vacation/Sick Leave Report: -Mr. Vickers said Vacation time is reported in hours and sick leave in whole days.

Tab #2- Overtime report- Mr. Vickers reported there was overtime in March due to call ins after hours involving security gates and beach house. We had new hires in the month of March-we hired 2 part-time lifeguards, Rodney Reston resigned, full-time temporary maintenance person to handle critical items, Bill Donahue-as employee-square dance caller. Kelly Banks hired as a part-

time customer service at the front desk replacing a person resigning. Pat Bennett hired as a part-time administrative assistant to help with the heavy workload in the administrative areas.

Mr. Vickers reported the first three months of this year the use of the facility increased 28%. Mr. Parenteau asked the reports on the facility be given on a quarterly update. Mr. Vickers said this could be provided with current information including a profit and loss update.

Mr. Crouch said he would like Mr. Vickers to take action regarding the information he provided on the Bingo concerning the violation of state statues that bingo is to be run by volunteers not paid employees. Mr. Crouch we are not operating by the statues it is a misdemeanor the 1st time and then it is a 3rd degree felony. Mr. Stevens said he had 3 or 4 volunteers to help run the program for the general manager and the community members.

Tab #3-Contract from Griffin Company revision to include the mowing of the highway median on Hwy 98 and to pick up trash. Mr. Vickers said there is no changes in price it is the same price and recommends we accept this contract with a 30-day cancellation clause. Mr. Vickers said he would go through the contract thoroughly there are no deletions.

Tab #4-We did purchase a new treadmill and an elliptical machine and they have been put in place.

Tab #5-Mr. Vickers reported we had 377 new homes last year. Mr. Traynor reported we had 158 new homes this year. Mr. Vickers said he would like to find a contractor for the café this year. Mr. Crouch said that if we could contract the café out we could use this to help with the youth summer camp program.

Tab #6-Phone bill-Mr. Vickers reported he had found a phone company which could save the association \$912 per year. This company includes a proposal and Mr. Vickers recommends to the board that they consider this proposal. There is no turn over, start up, conversion or other costs with this change regarding the cell phone contract. Mr. Vickers cancelled 2 of the 6 phones and he would look at the other phones we currently have. Mr. Stevens recommended walkie-talkies for use by the employees. Mr. Crouch said he believes the Architectural Department should be able to have contact when they are out of the office. Beach House telephone-Mr. Vickers said he is still trying to find a pay phone and will report back to the board when he has his findings.

Tab #7-Lap Pool Replastering: Mr. Vickers would like to have the pool replastered the last week of April or the first week of May.

Mr. Parenteau I move we go to the new phone contract as recommended, to do the pool at \$31,000 and negotiate Mr. Griffin's contract and to check for a contract for the café. 2nd by Mr. Crouch. Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

COMMITTEE REPORTS:

ARCHITECTURAL- Mr. Traynor reported volunteers should be use as volunteers not as full time staff and volunteers should supplement the full time staff. Mr. Traynor reported the new homes under construction since January is 158 up homes this time last year. The Committee has handled complaints and resolved all of 7 of them.

1. Mr. Traynor reported to the board one of the problems is a home that has been a problem with trash in the yard and a cut up car.

2. Mr. Traynor reported he still had a problem with the gentlemen who converted the two-car garage into a family room and he put up windows instead of a garage. Mr. Traynor asked the board to help enforce the covenants. Mr. Crouch I move we send this issue to our attorney Ray Newman for legal action. 2nd by Mr. Pinter. Motion passed. Motion passed 3-1 by Mr. Crouch, Mr. Pinter, and Mr. Stevens. Abstained- Mr. Parenteau

3. Mr. Traynor stated a builder has requested a variance of a 25' setback instead of a 35' setback on Valley and Barefoot Creek Circle to build a home.

4. Mr. Traynor asked the Board take action on the IOP, which creates a set of rules for the committee to have consistency.

Mr. Crouch moved we accept the IOP as a working draft for the architectural committee. 2nd by Mr. Pinter. Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

Mr. Pinter asked if there was documentation concerning the house in the pictures (7610 Manatee). Mr. Traynor said there was and this had been an on-going problem. He personally had visited the home. Mr. Crouch I move we send this issue to our attorney Ray Newman for legal action. 2nd by Mr. Pinter. Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, and Mr. Stevens and Mr. Parenteau.

SOCIAL COMMITTEE- Adell Crouch-Chairperson gave her report. Mrs. Crouch asked her report be included in the minutes not just attached. **ADULT SOCIAL ACTIVITIES COMMITTEE REPORT to HBTS BOD April 13, 2004**

Some activities realize monies from ticket sales while others are no fee activities, but all contribute to the quality of life for our HBTS members.

A Quarterly Report of profit and loss and attendance follows:

ACTIVITY ASSOCIATION	ATTENDANCE	PROFIT/LOSS TO
Country Western Night, 2/21/04	70	\$334.44 profit
Fashion Show 3/20/04	97	303.01 profit
International Cooking Group	34	0.00
Great Games Daytime	64	0.00
Great Games Nighttime	54	0.00
Bridge	20	0.00
Square Dance	<u>26</u>	<u>0.00</u>
TOTALS	364 persons	\$637.45 net profit

Respectively submitted,

Adell H. Crouch, Chairperson

TENNIS COMMITTEE- no report. Mr. Vickers said the new water fountains had been ordered and were installed.

NOMINATING COMMITTEE-Mr. Crouch gave the report during the secretary's report. Mr. Chapman will assist with the proxy ballots.

Mr. Parenteau I move to send a ballot/proxy and ask the membership to approve the spending of up to \$170,000 dollars for the renovation of the old maintenance building to a multipurpose building capable of being used for as a daycare facility. 2nd by Mr. Crouch. Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

Mr. Parenteau I move to send a ballot/proxy and ask the membership to approve changes to the reserve fund going from the straight-line method to the cash flow method as recommended by GAB Robins reserve study. 2nd by Harry Crouch. Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

Replacement for Mr. Gregory-Mr. Pinter made the motion that the people that ran last time should be taken for consideration by the number of votes. 2nd by Mr. Crouch. Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau. Mr. Pinter asked if Barbara Walker would accept the position. **Mr. Pinter moved** to accept Barbara Walker for the position. 2nd by Mr. Parenteau. Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau. Barbara Walker said she would be Secretary. Mr. Crouch said there was a separate motion passed a few years ago where it said the Board would have a President, 2 vice-presidents, secretary, and treasurer. **Mr. Pinter moved** to table this issue to next month's meeting. 2nd by Mr. Parenteau. Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

OLD BUSINESS:

Street Lights- The Board of Directors agreed to form a committee to study the lighting in HBTS. Mr. Pinter would take the lead with Mr. Chapman to complete an in depth study on lighting issues.

Roadside Mowing-Resolved with Commissioner Buck Lee's Report. (Copy attached and incorporated herein by reference)

Ribbon cutting ceremony for completion of 2004 Special Projects-**Mr. Crouch I move** we drop the ribbon cutting ceremony for the completion of the Special projects. 2nd by Mr. Parenteau. Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

Re-sale process for HBTS foreclosure lots- President Stevens reported he made a bid on a lot for HBTS and over bid on the lot. Mr. Crouch recommended we do not get in the lot sales. Mr. Parenteau said we let the local realtors know and get an appraisal of the lot. **Mr. Pinter made the motion** that the treasurer is to draft up a policy concerning the selling of lots with concurrence of the Board. 2nd by Mr. Crouch. Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

NEW BUSINESS:

Guest Speaker-County Government: Report given at the beginning of the meeting.

Work scope change for Special Project-Athletic Field-**President Stevens moved** at this time not to put the lights in on the ball fields as planned. 2nd by Mr. Parenteau. Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

Mr. Parenteau moved not to put edging in and around the jogging track. 2nd by Mr. Crouch.
Motion passed. Motion passed 4-0 by Mr. Crouch, Mr. Pinter, Mr. Stevens and Mr. Parenteau.

Board policy regarding Electioneering for Board Candidates-Discussed during Secretary's report.

Meeting Adjourned 9:20 p.m.

Open Forum

Respectively Submitted,



Harry Crouch/Secretary/Parliamentarian