

PANTHER TRACE VILLAS

ASSOCIATION, INC.

Board of Directors Meeting February 21, 2018 Panther Trace Villas Pool House Meeting Minutes

1. Certifying of Quorum-Call to Order

The Board of Directors Meeting was called to order at 6:33 p.m. by Rick Duesler. Directors Susan Jackson, Patti Lemon, Janet McConnell and Evan Love were in attendance, quorum established. Timely notice was confirmed. Jeana Wynja and Doug Pinner represented McNeil Management.

2. Approval of Minutes

The Board reviewed prior meeting minutes as prepared by the Manager.

On Motion: Duly made by Evan Love, second by Janet McConnell and carried unanimously.

Resolve: To waive reading of the prior meeting minutes and approve them as presented.

3. Management Reports

Manager presented current Financial and Management reports and indicated that BB&T bank accounts exceed FDIC insurance limits and reiterated the Board's decision at the January 10, 2018 meeting to review financial status mid-year after reserve study is updated and roof engineering report is completed.

4. Business

Landscaping Contractor Change – March 1, 2018: The board will address landscaping concerns with the new landscaper.

Building Painting: The Board reviewed two comparable proposals to paint the next group (Group 1) of homes to be painted. List of homes to be painted will be printed in the March 2018 Newsletter. A postcard will be mailed to owners.

On Motion: Duly made by Evan Love, second by Patti Lemon and carried unanimously.

Resolve: To approve the proposal from CertaPro Painters to begin painting homes listed in Group 1 in March 2018.

Roof Engineering Report: The Board reviewed the proposal from REI Engineering to provide a roof engineering study on selected roofs built within the 3 building phases of the community.

On Motion: Duly made by Evan Love, second by Susan Jackson and carried unanimously.

Resolve: To approve the proposal from REI Engineering to perform a roof engineering study.

Reserve Study Update: The Board reviewed proposals from two reserve study providers. One proposal was from the current provider for an updated reserve study, and the other proposal was from a new provider to prepare a new reserve study.

On Motion: Duly made by Susan Jackson, second by Evan Love and carried unanimously.

Resolve: To approve the proposal from Florida Reserve Study to prepare an updated reserve study.

Owner Insurance Submittal Requirement: Manager clarified insurance requirements – HO3 for owner-occupied residence and DP3 for landlord-owned residence. Owners receive a letter 30-45 days prior to expiration of their insurance certificate. Final demand letter mailed when overdue. Manager indicated that if Board would like to take the process a step further, they may engage the attorney to send a compliance letter to owner after the final demand letter for a fee incurred by the Association.

On Motion: Duly made by Susan Jackson, second by Janet McConnell and carried unanimously.

Resolve: To refrain from sending attorney compliance letter to owners when insurance certificate has expired.

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Pool Area

Salt Generator & Inside Pool Light: Board indicated that the salt generator and pool light inside of the pool have both been installed.

Pool Rules: Board discussed changing the minimum age from under 14 to under 18 years of age for access to the pool without adult supervision.

On Motion: Duly made by Evan Love, second by Susan Jackson and carried unanimously.

Resolve: To increase the minimum age for access to the pool without adult supervision from under 14 to under 18 years of age.

Motion Lights: Board discussed adding motion lights to the pool house in locations on the east side of the building.

On Motion: Duly made by Rick Duesler, second by Evan Love and carried unanimously.

Resolve: To install motion lights to the pool house in locations on the east side of the building.

PA System: Board discussed the proposal received from JABX, LLC to add a PA System to the pool house building.

On Motion: Duly made by Janet McConnell, second by Susan Jackson and carried unanimously.

Resolve: To not move forward with the proposal from JABX, LLC to add a PA System.

Cameras: Board discussed timeline for JABX, LLC to fix camera # 3 and status of the addition of the 6th camera to the pool house building. Manager will inquire regarding status with JABX, LLC.

Button Cover: Board discussed addition of a button cover over the pool gate button so to prevent uninvited visitors from entering and reviewed proposal for installation.

On Motion: Duly made by Susan Jackson, second by Patti Lemon and carried unanimously.

Resolve: To accept the quote to install a button cover over the pool gate button near the gate.

Board Concerns

Dog Park: The Board decided to table discussion regarding a dog park.

Mailboxes: The Board reiterated that the replacement of mailboxes are the responsibility of owners and that Creative Mailbox & Sign Designs can assist owners with replacement mailboxes. The Architectural Design Guidelines adopted July 13, 2016 provides owners with further guidance.

Community Signage: Board expressed concern over excessive signage throughout community.

On Motion: Duly made by Susan Jackson, second by Evan Love and carried with a 4-1 vote.

Resolve: To leave existing signage in place and not add further signage to the community.

Street Parking: Board discussed updating towing contacts on the towing agreement. Further discussion regarding the Parking & Towing Rules and Regulations approved on October 12, 2016, the definition of overnight parking, and regulations for towing within parameters established.

Perimeter Fence: Manager indicated that the HOA does not own land in order to install a fence behind the homes on the south side of the community, and to engage the CDD for further information. Board decided to table the topic.

Design Standards

Hurricane Shutters: Alteration applications are reviewed by Panther Trace II. Manager indicated that the Panther Trace Villas Board can establish standards regarding the type of hurricane shutters to be installed

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and provide those standards to Panther Trace II Architectural Committee. The Board will research and come up with a sampling/variety of hurricane shutters, to be further discussed at the April 18, 2018 meeting.

Satellite Dish: Discussion that if a new roof is to be installed this year, then owners will be prohibited from installing a satellite dish on top of the roof, as puncturing the roof will void the roof warranty.

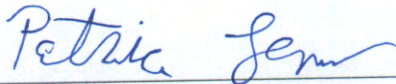
Gutters: Manager provided Board with documentation that gutter installation, repair and cleaning are the responsibility of the owners, not the HOA.

5. Adjournment

Owners Comments: Owner commented that the roofs should be checked every few years by a licensed roofing engineer. Further owner discussion regarding signage and owner insurance.

On Motion: Duly made by Rick Duesler second by Evan Love and carried unanimously.

Resolve: To adjourn the meeting at 7:44 p.m.



Prepared by Manager for Secretary