

MANCHESTER IV CONDOMINIUM ASSOCIATION, INC.

A Corporation Not-for-Profit

SUBJECT: Minutes of the Board of Directors Meeting

DATE: Friday, September 25, 2009

TIME: 3:00 P.M.

PLACE: Federation Conference Room

PRESENT: Roxine Archbald, Alice Gallagher, Carmelita Gray, Hank Hosman, Harold Scott

1. **Opening/Establish a Quorum** – A quorum was established with five members present, and the President, Hank Hosman, called the meeting to order.
2. **Approve the August 28, 2009 Board Meeting Minutes** – Reading of the Minutes of the August 28, 2009 meeting was waived and they were approved as presented. Motion by Harold Scott, seconded by Roxine Archbald, passed unanimously.
3. **Treasurer's Report** – There was no Treasurer's report because nothing has been received from Sterling.
4. **Committee Reports** – There were no Committee reports.
5. **Unfinished Business**
 - A. **Board of Directors – Election 2010** – Hank Hosman confirmed that he was stepping down and was waiting to receive information regarding the plans of the other Board members. In preparation for our Annual Meeting, Sterling will be sending out a letter to the residents in October with forms for those residents interested in running for the Board. The open letter to the residents dated 9/25/09 which provides information and urges the residents to serve our community will be distributed this coming week.
 - B. **Gray Leaf Spot Disease** – Under our contract, Valley Crest absorbed the cost of the first application of chemicals to combat this disease. A second application was completed and the invoice in the amount of \$1,683.00 was paid. The project came in under budget.
 - C. **Light for Association Sign** – Sterling has advised we hire a licensed electrician to do the lighting installation. Upon their return, we will seek approval from the owners of the home needed for the hook-up and if they agree, hire a licensed electrician. Harold Scott reported that the Master Association realizes it is difficult to find corners in KP at night and are looking into placing small battery-run light caps on top of the sign posts. They also are considering spraying fluorescent paint on the posts and plan to test this in two places.
 - D. **Driveway and Sidewalk Pavers** – The Amendment, requiring legal approval, has been given to Connie Martin of Sterling. It will be voted on by the Membership at our Annual Meeting.
 - E. **Insurance Requirements** – A copy of the notice from the Board with respect to the required insurance coverage under Florida Statute 718 will be distributed to those residents who have not obtained the proper coverage. One unit owner does not have any insurance and Hank will arrange that a letter be sent to the owner by Sterling.

6. New Business

- A. Amendment to Rules and Regulations** – A draft of an Amendment to “Section M – Vehicle Control and Storage” which allows the placement of a POD storage container and/or dumpster, fully enclosed or covered, on a driveway apron of a condominium for a period not to exceed 36 hours was presented. Motion made to accept this amendment, made by Roxine Archbald, seconded by Harold Scott, passed unanimously. Alice Gallagher recommended that all the rules be examined, updated and distributed to the residents at the Annual Meeting. She will begin work on this shortly.
- B. Budget 2010-2011** – Hank Hosman reviewed several areas of the budget in detail. The most noticeable item is the placement of the Bright House door fees money into the Bright House account. This refund will result in a sizeable drop in the unit owners’ monthly maintenance cable charges for next year.

- 7. Good & Welfare** – Phil Eaton stated that many residents are now having problems with their existing water pipes and connections and wanted to know if the Board might inform the residents to make them aware of the situation. Hank Hosman said the board could not be involved because the inside of the unit is the owner’s responsibility. It was suggested the residents pass this information along by word of mouth.

The next scheduled meeting is Friday, October 23, 2009 at 3:00 p.m. in the Federation Conference Room.

The meeting adjourned at 3:30 p.m. Motion made by Alice Gallagher, seconded by Carmelita Gray.

Respectfully submitted,

Alice M. Gallagher, Secretary