

Lancaster

At Kings Ridge Neighborhood Association Inc.

Table of Contents

February 1, 2016, 9:00 a.m.	5
March 7, 2016, 9:00 a.m.	9
Organizational & Board of Directors Meeting April 4, 2016	13
Members Annual Meeting Minutes April 4, 2016, 9:00 a.m.	17
May 2016	19
Special Meeting of the Board of Directors and Members May 11, 2016,	20
June 6, 2016, 9:00 am.	21
July 11, 2016	26
August 8, 2016	29
September 12, 2016	33
October 7, 2016	37
Special Meeting November 14, 2016	40
November 14, 2016	41
December 12, 2016	44

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President –
Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Board of Directors Meeting

January 4, 2016, 9:00 a.m.

Royal Clubhouse – Carrington Room

1. Call To Order: The meeting was called to order by Vice President John Muro at 9:00 a.m.
2. Establish Quorum/Proof of Notice. John Muro, Fran Rubright, Steve Unger and Virginia Scigliano were present, which constituted a quorum. Marlene Belcher represented Sentry Management.
3. A notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours to the meeting according to Florida Statutes.
4. Pledge of Allegiance: John Muro led the pledge of allegiance.
5. Approval of December 7, 2015 Minutes: Ms. Scigliano made the motion to approve the minutes as written. Ms. Rubright seconded the motion, which carried with a unanimous voice vote.
6. Reports
 - **Manager –**
 - No arrearages thru December. Out of the 30 residents that were on automatic payment 26 of them have signed up for AutoPay. Mr. Unger questioned some accounts who had paid in advance-amount paid did not include the increase to assessment fees. Ms. Belcher will investigate.
 - Mr. Muro found his Board Certification certificate from 2013.
 - Mr. Matthews had not yet passed the emergency contact info on to Ms. Belcher.
 - Website and Domain were renewed. Mr. O’Neill verified that everything was working fine.

Ms. Belcher’s complete report will be included in the minute book.
 - **Financial –** Operating Cash is at \$25,606.96 with Reserves totaling \$102,269.32. Expenses exceed Income by \$412.82. Mr. Unger asked about a \$56.50 expense. Ms. Belcher will investigate.
 - **Committees**
 - Master & Clubhouse – Board agreed to have Ms. Belcher send a get well card to Mr. Edwards. Flowers will be sent when he gets home.
 - Decorating Committee - Ms. Kurilchik reported electrical problems with the Christmas lights at the entrance. Mr. Muro stated that he had gone to the clubhouse to report the problem. He met the electrician at the entrance. A sensor was added, outlets were replaced behind the wall and #3 breaker was replaced. He thought that the problem was solved. Ms. Bohannon will take an inventory of the decorations that were worth keeping. Ms. Kurilchik will store the decorations this year, but the committee should look for storage elsewhere in the future.
 - Master ACC - Mr. Muro will attend the meeting.
 - NARC –
 - 2073 Dobson – driveway

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President – Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

- 2128 Grafton-plant lemon tree
- 2063 Dobson – re-roof
- 2112 Grafton - removal and transplant of bush

Ms. Scigliano made a motion to approve all applications, which was seconded by Mr. Unger and

carried with a unanimous voice vote.

- Networking – Ms. Scigliano stated that there was a meeting this week. Mr. Muro and Mr. Unger will attend.
- Disaster Preparedness – Ms. Scigliano reported that information was being updated. Ms. Bohannon stated that she had turned in her forms to Mr. Matthews.
- Paint - Mr. Muro made a motion to appoint Mr. Edwards, Mr. Hughes, Mr. Ruggiano and Mr. Hulin to the paint committee. Mr. Hughes to Chair. Ms. Rubright seconded the motion, which carried with a unanimous voice vote. Adding colors should be considered.
- Neighborhood Assist - Ms. Belcher asked the Board if inquiries were made on insurance coverage for this committee. Due to the possible liability Mr. Muro made a motion to remove this committee from the list, which was seconded by Mr. Unger and carried with a unanimous voice vote.
- Welcome/Sunshine - Ms. Nestel stated she would be giving up her involvement with these two committees, if no one volunteered to help her. Ms. Belcher will provide Ms. Nestel with an owner's list and portal access instructions.
- Ladies Luncheon - Ms. Nestel will remain on this committee.
- Paint - Mr. Hulin mentioned Hower and Leonard as paint vendors. A Questions for the Painter list was distributed to Board members. Mr. Muro made a motion to table any paint discussion until next month. Mr. Unger seconded the motion, which carried with a unanimous voice vote.

7. OLD BUSINESS

- A. CPA Engagement - After some discussion, Ms. Rubright made a motion to amend a previous adopted vote that if Mr. Gordon is unable to prepare the 2015 taxes, that Mr. Unger will. Mr. Muro seconded the motion, which carried with a unanimous voice vote. Mr. Muro stated that there has to be some thought of who will prepare the taxes for next year since Mr. Unger is leaving the Board.

8. NEW BUSINESS

- A. Committee Member Appointments - already discussed.
- B. Annual Meeting
 - Mailing Documents - changes will continue to be discussed. Approval next month.
- C. SECO Energy ACH Debit - Ms. Rubright made a motion to place this vendor on ACH Debit, which was seconded by Mr. Muro and carried with a unanimous voice vote.
- D. Insurance Limits - on hold.

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President – Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

9. Open Forum-
 - Mr. Unger mentioned that the Annual Report information was stated incorrectly. Board members addresses should be used. Ms. Belcher will see that it is filed correctly this year.
10. Next Regular Meeting – Will be held on February 1, 2016.
11. Adjourn. Mr. Muro made a motion to adjourn the meeting at 11:00 am, which was seconded by Ms. Rubright and carried with a unanimous voice vote.

Respectfully Submitted,
Marlene Belcher, LCAM
Virginia Scigliano, Secretary

Date Approved: Feb 1, 2016

[Back to Table of Contents](#)

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Board of Directors Meeting

February 1, 2016, 9:00 a.m.

Royal Clubhouse – Carrington Room

12. Call To Order: The meeting was called to order by President Choice Edwards at 9:00 a.m.
13. Establish Quorum/Proof of Notice. Choice Edwards, Fran Rubright, Steve Unger and Virginia Scigliano were present, which constituted a quorum. John Muro, joined 10 minutes into the meeting. Marlene Belcher and Barbara Rights represented Sentry Management.
14. A notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours to the meeting according to Florida Statutes.
15. Pledge of Allegiance: Choice Edwards led the pledge of allegiance.
16. Approval of January 4, 2016 Minutes: Ms. Scigliano made the motion to approve the minutes as written. Ms. Rubright seconded the motion, which carried with a unanimous voice vote.
17. Reports
 - **Manager –**
 - Ms. Belcher introduced Barbara Rights of Sentry Management. Ms. Rights will be the Associations direct contact moving forward so she, Ms. Belcher, can devote more time to her duties as Assistant District Manager.
 - Accounts receivable - Ms. Belcher reported that 3 accounts paid short in January, still missing the \$6.00 increase. She is following up with them on correction.
 - Annual meeting documents – revised versions were included for Board review.
 - 1 ARC had been received – 2084 Dobson, request to remove a dead palm tree.
 - Closings - Ms. Belcher reported there had been none in January.
 - Committees – The committees are listed as an agenda items and Ms. Belcher inquired as to whether all were listed and if any volunteers had come forward. Discussion arose regarding “Decorating” and it was decided this committee should remain standing for now.
 - Financial – The January financial is “exported” because not all data has been verified yet. The completed January report should be forthcoming.
 - Income tax return – was completed by Mr.,. Unger and is ready for signature.
 - Property Inspection – A review of findings was discussed. The Board mentioned and discussed furniture placed behind 2108 Grafton Ave. Some believe it is placed within a mulch bed, another believes it is on the grass. Ms. Belcher is to check and send letter regarding the furniture must be placed on a patio.
 - Paint - Discussion regarding paint details arose and whether or not the doors may be painted a third color at an extra cost.

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President – Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

- Seco – ACH debit paperwork has been submitted.
 - Tree trimming – it was agreed to wait until Spring to trim these.
- Ms. Belcher's complete report will be included in the minute book.
- **Financial** – Operating Cash is at \$25,615.83 with Reserves totaling \$103,201.11. Expenses exceed Income by \$67.08. Mr. Unger pointed out the payment for lot 10 was missing and there was a \$3.06 difference. Further he would like the bank statements and cash reports soon too.
 - **Committees**
 - Master & Clubhouse – Mr. Edwards reported the east wing is completed with a bit of a cost override.
 - Architectural – Mr. John Muro motioned to ratify the removal of the dead palm tree at 2084 Dobson; seconded by Mr. Unger, motion passed unanimously.
 - Communication – this committee is not active and will be removed.
 - Welcome & Sunshine – these are to be separated.
 - Land Care – Robert Ruggiano reported there had been a Master ARC change allowing for 1 Oak tree and 1 understory tree.
 - Welcome & Sunshine – this category is to be divided into 2 separate committees.
 - Welcome – committee member is to be Susan McClelland. They spoke with 2 of the 3 new residents. The question arose of whether or not they should continue with the \$25.00 gift card? Board unanimously agreed yes and the Welcome Committee was to contact Sentry for new resident names.
 - Sunshine – needs to be kept updated on resident conditions when someone needs help or sent a get well card.
 - Entertainment – The committee has set dates for parties and are wondering how they will be reimbursed on any expenses they may have. Ms. Scigliano motioned the committee members be as follows: Helen & Curtis Bohannon, Betty Hazard, Linda Cronin, Susan McClelland; seconded by Fran Rubright, passed unanimously. Board directive is: comprise a plan, including budget; present to the Board for approval. Reimbursement is then to be submitted with attached receipts to Sentry Management.
 - Decorating – this committee is Ad Hoc for now.
 - Neighborhood Networking – this committee met Thursday at 2 p.m. Mr. Unger reported that per the Fire Department smoke detectors are only good for 10 years and should be replaced. That said – the Fire Department cannot come out and replace all the smoke detectors within Kings Ridge at once. He went on to explain the difference between Ionization detectors and standard smoke detectors, noting Ionization detectors give you an earlier warning. should be replaced every 10 years.
 - Disaster Preparedness – No report at this time.

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President – Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

- Paint - Mr. Hulin is obtaining prices for painting the houses. Should soffits and fascia be painted too? Discussion arose. Another question asked – can the entry doors be painted an accent color? The Board agreed, if color schemes allow for an accent color, anyone wishing to change the door color must submit an ARC request and seek approval prior to the change. Further, the change color expense is the owners. More discussion followed about house color changes. It was agreed owners may do so as long as the ARC guidelines are followed and the cost to do is carried by the owner, but shown in the painting contract.

18. OLD BUSINESS

A. Annual Meeting

- Two terms are expiring – Steve Unger & Virginia Scigliano.
- Annual Meeting documents – were reviewed prior to the meeting and approved.
- Mailing Date – is to be the last week of February.

Mr. Unger motioned to approve all items above as discussed, seconded by Ms. Rubright, motion passed
unanimously.

19. NEW BUSINESS

- E. Expiring CD – Mr. Unger agreed to pick up the check for CD closeout at BB&T, which he will then deliver to the Sentry Management office to be deposited in the reserve account. Further, reconciliation of the September statement needs to happen as well.
- F. Tax return – Mr. Unger will sign the tax return. Balance sheet and profit & loss were published in past.
- G. FL Constitution Revision Commission – Ms. Scigliano gave a review of the past sessions noting the upcoming change to occur in 2017/2018. It is standard for this to change every 20 years.
- H. Draft Consultant Contract – regarding the future loss of bulk cable TV provided by the Master Association; several sub associations are joining together to have a consultant research and negotiate a bulk provider rate for the communities. The consulting firm would charge a fee, being a percentage of either the door price or achieved reduction if the negotiated contract is accepted by the Association. John Muro motioned Lancaster should join the ongoing negotiation for a bulk agreement movement by other subdivisions. Board discussion followed. No second was obtained, motion died.
- I. Restricting access to pedestrians, skateboarders & bicycles – the Master has asked for ideas on how access for non-vehicular traffic could be forms. Discussion followed and did not result in any suggestions.

20. Open Forum-

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President – Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

- Landscaping – the hedges around the irrigation and electrical boxes are getting too tall. It was agreed some trim standards need to be set and distributed to Robert Hughes on the landscape committee.
- Sunbiz.org – per the attorneys Board member updates are to include the members' addresses.
 - Document revisions – Ms. Scigliano reported she had spoken with attorneys Clayton & McCulloh regarding document revisions. The average cost is \$ 1,600.00 retainer, then another \$1,000.00 to \$5,000.00 depending on the amount of change, further after all is mailed to the owners', it requires a 66% majority members vote is required to place such on the agenda.

21. Next Regular Meeting – Will be held on March 7, 2016.

22. Adjourn. Ms. Rubright made a motion to adjourn the meeting at 11 am, which was seconded by Mr. Muro and carried with a unanimous voice vote.

Respectfully Submitted,
Barbara Rights, LCAM
Virginia Scigliano, Secretary

Date Approved: March 7, 2016

[Back to Table of Contents](#)

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President –
Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Board of Directors Meeting

March 7, 2016, 9:00 a.m.

Royal Clubhouse – Carrington Room

1. Call To Order: The meeting was called to order by President Mr. Edwards at 9:00 a.m.
2. Establish Quorum/Proof of Notice. Mr. Choice Edwards, Ms. Fran Rubright, Mr. Steve Unger, Ms. Virginia Scigliano and Mr. John Muro were present, which constituted a quorum. Barbara Rights represented Sentry Management.
3. A notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours to the meeting according to Florida Statutes.
4. Pledge of Allegiance: Mr. Muro led the pledge of allegiance.
5. Approval of February 1, 2016 Minutes: Mr. Unger noted some corrections to be made on page 2. Mr. Muro motioned to accept the minutes with noted corrections, seconded by Mr. Unger, motion passed by all.
6. Reports

- **Manager –**

- Accounts receivable - Ms. Rights reported only 1 account short paid by \$6.00 this month. She is following up with them on correction.
- Annual meeting documents – mail out of the annual notice was confirmed.
- Closings –none
- Committees – There have been no volunteers for Welcome or Sunshine committee.
- Financial – The March financial is included for review.
- Income tax return – a copy of the completed return was included for review.
- Property Inspection – The Board mentioned and discussed furniture placed behind 2108 Grafton Ave. Barbara Rights is to investigate whether this indeed is in violation with the rules and regulations.
- Crime Policy / Fidelity Bond renewal –Hillcrest Insurance Agency submitted a renewal proposal with 2 options. Option 1 is a standard 1 year renewal at a cost of #393.00. Option 2 is a renewal for 3 years, locking in the current annual rate of \$393 per year for a 3 year period.

Ms. Rights' complete report will be included in the minute book.

- **Financial** – Operating Cash is at \$25,212.98 with Reserves totaling \$104,177.79. Expenses exceed Income by \$1.52.
- **Committees**
 - Master & Clubhouse – Mr. Edwards reported the following updates:
 - Updated rules and regulations can be viewed on the Master webpage

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President – Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

- Irrigation – north and south pumps will bypass holding ponds.
- An accident occurred at the North spa.
- Mr. Edwards noted that several roofs within the community have been replaced due to hail and wind damage. Frankly, he is surprised it has not been more. Some of the appearance variance is contributed to varying shingles types and not necessarily missing aggregate, as one resident pointed out.
- Floor – Ms. Bohannon noted the crepe myrtles have been trimmed back too far.
- Architectural – Mr. Muro listed the following ARB's that require review and a decision:
 - 2137 Grafton – roof replacement – he color will be checked.
 - 2082 Grafton Ave. – request to remove the holly tree
 - 2086 Dobson – removed palm in front flower bed.
 - 2084 Grafton Ave. request to plant Hibiscus tree , 6 ft. mature height.Mr. Muro motioned to approve the above listed ARB's, further to be included are the new roofs at 2062 Dobson & 2075 Grafton; seconded by Ms. Rubright; passed unanimously.
- Land Care – Mr. Unger noted the monthly Invoice for lawn service was not showing on February's financial and he requested review thereof.
- Welcome – no report
- Sunshine – no report
- Entertainment – no report
- Neighborhood Networking – Mr. Unger attended the meeting and reports the following discussions:
 - Landscape cover: river rock should not be placed next to grass because the rocks can become a projectile during mowing and edging. It is recommended that grass and rock be separated by a 1 foot wide band filled with mulch.
 - Mr. Unger reported several people are unhappy with Don Johnson of Paradyme. Some of the subdivisions have found comparison bids will not be available until mid-year. Board discussion followed and it was noted that staying in the coalition may be advantageous and allow the community to partake in discounted service offers. Prolonged discussion followed regarding the advantages or possible disadvantages of being part of the coalition. Mr. Edwards stated the easiest thing to do for now may be to back out of the coalition, but noted the Community may lose out on possible savings. So far, belonging to the coalition has not cost the Association anything. More discussion brought about the question of how future bulk service may be billed; will it be billed to the individual owners or the Association? Is this an item that will be included in the monthly assessment? Many more questions arose. Mr. Edwards further noted the open market may offer new opportunities for the individuals. Questions continued to surface. Mr.

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President – Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

Edwards suggestion each Board member comprise a list of questions forward those to him via email so these can be passed to John Higgins and Sam Tindall.

During the discussion session, Ms. Scigliano, reviewed the Paradyme agreement and specifically looked for the withdrawal clause. She noted the contract refers to exhibit "B", which is not included, so with she cannot ascertain if indeed withdrawal occurs at no charge.

- Disaster Preparedness - Ms. Scigliano stated Mr. Alan Mathews has resident contact information and it would be passed along to management.
- Paint – Mr. Hughes noted:
 - The original paint scheme, be it Lennar or Colonial, should be documented. The By-laws do not allow for contrast colored entry doors. Mr. Hughes suggested members comprise a request to the Master for a change of the guidelines if they wish to have this option in future.
 - Replacement of door hardware – if owners replace it with same kind an ARB is not required, however if an owner changes the type or color an ARB approval is needed.
 - Mr. Hulin spoke with Mr. Hauer, who should be back in town mid-March. For now the Association is aiming to have house painting commence in June or July. It was agreed owners may change colors as long as the ARC guidelines are followed and the cost to do so is carried by the owner. The painting contract should reflect the cost for color change. The per house cost at last paint application was \$900.00 per home. Barbara Rights is to assure that painting the soffits is included in the RFP.
 - While speaking of houses and appearance, Ms. Rubright mentioned some of the small boxes beneath the larger mail boxes are looking poorly and may need to be replaced. Ms. Scigliano will forward the contact information for the mailbox providers so Ms. Rubright can reach out and see if replacements are available.
- Holiday Decorating - no reports – Ms. Bohannon will work on this item ad hoc.

6A. VALIDATE EMAIL VOTE TO SIGN PHONE-CABLE-INTERNET CONSULTANT CONTRACT..

Ms. Scigliano noted that exhibit "B" is not included with the contract and so with withdrawal penalty, if any, is unclear. Mr. Edwards motioned Lancaster join the coalition seeking bulk pricing for phone-tv-cable service under Paradyme as voted upon via email; seconded by Mr. Muro, vote was split – 2 yeah by Mr. Edwards and Mr. Muro and 3 opposed by Ms. Rubright, Ms. Scigliano and Mr. Unger. Motion failed to pass. Mr. Edwards stated he would withdraw their name from the coalition.

7. OLD BUSINESS

- A. Document revision. Ms. Scigliano reported, per her conversation with Clayton & McCulloh, revision of the documents is a 2 step process which starts with a full document re-

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President – Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

view. The initial cost is approximately \$1,500 and the final cost will vary depending on how extensive the changes or proposed amendments are. However the documents will need to be re-recorded 30 years after origination to remain active under MRTA.

8. NEW BUSINESS

Fidelity Bond / Crime Policy renewal – Hillcrest Insurance Agency submitted a renewal offer with 2 options, Option 1 is a simple renewal of the existing policy at the same annual cost of \$393.00. Option 2 was a 3 year renewal locking in today's rate. Board discussion followed noting the amount to insure next year and the year after may be lower and with that the cost of said insurance.

Mr. Unger motioned to approve the one year renewal with Hillcrest Insurance as proposed at a cost of \$393.00; seconded by Ms. Scigliano, motion passed unanimously.

9. Open Forum-

- Mr. Hulin asked how many positions are up for election and it was confirmed 2 terms expire; Mr. Unger's and Ms. Scigliano's.
- Mr. Unger requested some GL entries be moved to reflect the month close out date of the 25th.
- Ms. Scigliano noted there are some upcoming certifications classes.

10. **Next Meeting** – is the annual members meeting, which is scheduled for April 4, 2016.

11. Adjourn. Ms. Rubright made a motion to adjourn the meeting at 10:54 am, which was seconded by Mr. Muro and carried with a unanimous voice vote.

Respectfully Submitted,
Barbara Rights, LCAM
Virginia Scigliano, Secretary

Date Approved: April 4, 2016

[Back to Table of Contents](#)

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President –
Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Organizational & Board of Directors Meeting April 4, 2016, immediately following the Annual Members Meeting Royal Clubhouse – Carrington Room

1. **Call to Order:** The meeting was called to order by President Mr. Edwards at 9:06 a.m.
2. **Establish Quorum:** Mr. Choice Edwards, Ms. Fran Rubright, Ms. Virginia Scigliano, Mr. John Muro and Ms. Helen Bohannon were present, which constituted a quorum. Barbara Rights represented Sentry Management.
3. **Proof of Notice:** A notice was posted in the clubhouse and at the front entrance of the neighborhood
at least 48 hours to the meeting according to Florida Statutes.
4. **Election of Officers – appointment and votes were as follows:**
 - President – Motion by Ms. Rubright to elect Mr. Edwards as President, seconded by Mr. Muro.
Motion carried with a unanimous voice vote.
 - Vice President – Motion by Ms. Scigliano to elect Ms. Rubright as Vice President, seconded by Mr. Muro and carried with a unanimous voice vote.
 - Secretary – Motion by Ms. Rubright to elect Ms. Scigliano as Secretary, seconded by Mr. Edwards and carried with a unanimous voice vote.
 - Treasurer – Motion by Ms. Rubright to elect Mr. Muro as Treasurer, seconded by Ms. Scigliano and carried with a unanimous voice vote.
 - Director – Mr. Bohannon is seated as Director.
5. **Approval of March 7, 2016 Minutes:** Motion by Mr. Muro to accept the minutes as presented, seconded by Ms. Scigliano, motion carried unanimously.
6. **Reports**
 - **Manager –**
 - Accounts receivable - Ms. Rights reported only 1 account was arrear. Mr. Edwards motioned the fees be waived, motion seconded by Mr. Muro, motion passed unanimously.
 - Closings –none
 - Committees – no updates.
 - Financial – The March financial is included for review. Operating Cash in Bank amounts to \$21,110.77 with Reserves at \$105,137.88. Total Income for March was \$5,808.84. With total Expenses of \$5,720.23 with the month ending \$88.61 under income.
 - Property Inspection – Inspections were conducted together with Mr. Muro and notices are forthcoming. Most are for dead or oversized plantings.

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President – Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

- Clayton & MuCulloh Annual legal package offer – An annual package offered was included for review and consideration.
- Crime Policy – has been renewed as instructed at last meeting.
- Painting – a revamped painting RFP was emailed to all and dropped off with Mr. Hulin.

- **Financial** – was reviewed during manager's report.
- **Committees**
 - Annual renewal:** Ms. Scigliano motioned the committee members be re-appointed for another term; motion seconded by Ms. Rubright, motioned passed and committee members stand as before.

 - **Master & Clubhouse** – Mr. Edwards reported the following updates:
 - The master irrigation clog is affecting Highgate & Aberdeen. Please report any issues you notice to the Master.
 - North Spa operating hours have changed to 6 am to 10 pm.
 - Gate access – additional procedures to control pedestrian access are not being implemented at this time. The master is still accepting input and ideas for pedestrian control.
 - Directories – these will be re-printed.
 - **Architectural** – Mr. Muro listed the following ARB's that require review and a decision:
 - 2129 Grafton – replace existing gutters with same kind.
 - 2104 Dobson – remove small Saga palm.
 - 2059 Dobson – replace roof.Mr. Muro motioned to approve the above listed ARB's, seconded by Ms. Scigliano; passed unanimously.
 - **Communication** – no report at this time.
 - **Land Care** – no report at this time.
 - **Welcome / Sunshine** – all is well for now.
 - **Entertainment** – Ms. Bohannon reports notices for a May 14th gathering have been mailed.
 - **Neighborhood Networking** – meets this Thursday.
 - **Disaster Preparedness** – competed forms with emergency contacts were given to Sentry to be scanned in.
 - **Paint** – Mr. Hughes and Mr. Hulin met with Mr. Hower. He proposes the house painting to cost:
 - 1,250.00 per house, including soffits
 - \$200.00 charge, to be paid by owners, if a color change is selected.

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President – Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

Mr. Hower anticipated start up to be approximately 3 weeks after acceptance. Management reported they are still waiting on a bid from E. Leonardo (Ernesto) too. The bid should be available later today. Mr. Hughes stated Sherwin Williams was creating a color book as well. More review of procedure followed and it was decided:

The color books should be left at Sentry

Owners wanting to change their house color must complete the necessary ARC applications and pay for such change themselves.

During work, paint committee volunteers will inspect the home as stages are completed and note any touch ups needed.

In order for the other bid to be considered and still meet a feasible timeline, the Board agreed management should pass the information along via email. The Board will vote on their preferred vendor via email so management can start the Notice of Commencement process. To aid in a faster start up the Board can call a meeting with the Paint committee to work out the project details with a 48 hour notice.

7. Open forum was moved up:

a) Betty asked what can be done about speeders within the community. Discussion without a conclusion followed. Mr. Muro stated he was on the traffic committee in past and even the City of Clermont Police could not assist with speeders within Kings Ridge.

b) Ms. Scigliano mentioned the attorney annual package could be of a great advantage, especially with the pending document review and revision under MRTA . Several members asked what this was and Ms. Scigliano explained it was a necessary 30 year re-recording of the documents to remain valid. As with most communities, Lancaster's documents may require some changes to stay in tune with current items. Document re-recording generally is a 2 phase project spanning over several years, but first and foremost the documents must be reviewed for change recommendations. The annual attorney package, ALP 24, for 24 hours plus other items could prove to be financially beneficial for the association. Mr. Hughes noted he believes the master association did this approx. 5 years ago. The members ask the Board explore what other communities are doing on this as well since most of Kings Ridge will fall closely to the same timeline.

c) Mr. Berkley asked where a resident should park while work is being conducted on their driveway. Discussion followed with the conclusion that, per governing documents and with Board approval a resident may park on the street for a limited amount of time. Furthermore the master association has visitor stickers that can be placed in a street parked vehicle too.

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President – Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

8. Old business:

A member ask about replacement of the small mailboxes; some are looking bad. Discussion followed, one member noted they replaced their mail box, another member asked if this was association or owner responsibility. It was agreed a mail-box source should to be found.

9. New business

Mr. Edwards noted age verification was due in June and Barbara Rights acknowledged it is being worked on.

10. Establish Date for the next meeting:

Board discussed and decided to skip May and set the next meeting for June 6, 2016 at 9 am.

11: Adjournment – Mr. Rubright motioned to adjourn the meeting, seconded by Ms. Scigliano and accepted by all.

Respectfully Submitted,
Barbara Rights, LCAM
Virginia Scigliano, Secretary

Date Approved: June 6, 2016

[Back to Table of Contents](#)

Lancaster

At Kings Ridge Neighborhood Association Inc.

Members Annual Meeting Minutes

April 4, 2016, 9:00 a.m.
Royal Clubhouse – Carrington Room

1. **Call To Order:** The meeting was called to order at 9:02. All attending residents had signed in.
2. **Establish Quorum:** Thirty Eight (38) of the required 17 members required for quorum were either present in person or via confirmed proxy. Two (2) proxies were not included in this count since they were issued to self and the members were not present. e present, which constituted a quorum. Marlene Belcher represented Sentry Management.
3. **Proof of Notice:** An annual meeting noticed was mailed to all owners one month prior to the meeting date in addition to notice being posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours prior the meeting according to Florida Statutes.
4. **Pledge of Allegiance:** John Muro led the pledge of allegiance.
5. **Approval of Annual meeting Minutes of April 6, 2016:** Ms. Scigliano noted these minutes were approved May 4, 2015 and stand as presented.
6. **Reports of Officers:** none
7. **Call for Nominations:** The Board called for nominations, none came forward from the floor. Management confirmed Intent to be a candidate had been received from Ms. Bohannon; Ms. Scigliano, whose term expired, was asked if she would consider re-election, she agreed. Mr. Edwards announced both positions were filled by acclamation for a term of 3 years.
8. **Old Business:** None
9. **New Business:** None
10. **Adjournment:** Motion by Ms. Fran Rubright to adjourn, seconded by Mr. John Muro, unani-
mously accepted. Meeting adjourned 9:05 am.

Respectfully Submitted,
Barbara Rights, LCAM

Date Approved: June 6, 2016

Virginia Scigliano, Secretary

[Back to Table of Contents](#)

Board of Directors

Choice Edwards, President – John Muro, Vice President – Fran Rubright, Second Vice President –
Steve Unger, Treasurer – Virginia Scigliano, Secretary

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Special Meeting of the Board of Directors and Members April, 21, 2016,

4:00 p.m.

Royal Clubhouse – Monte Carlo Room

1. Call To Order: The meeting was called to order by President Choice Edwards at 4:00 p.m.
2. Establish Quorum/Proof of Notice: Choice Edwards, Fran Rubright, John Muro, Virginia Scigliano and Helen Bohannon were present, which constituted a quorum. Barbara Rights represented Sentry Management.
 - Notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours prior to the meeting according to Florida Statutes.
3. Pledge of Allegiance: John Muro led the pledge of allegiance.

4. **OLD BUSINESS**
 - A. Selection of house painting contractor – Hower Building Company and Ernesto Painting Inc. supplied bids to paint the houses in Lancaster, including gutters and soffits for 2016. Hower quoted \$1,250.00 per home and \$200.00 for color change. Ernesto Painting quoted \$1,300 per home and \$350.00 for color change. Board reviewed. Ms. Rubright motioned the painting contract be awarded to Hower Builder Company as proposed; Ms. Scigliano seconded and motion passed unanimously.

5. **NEW BUSINESS**

Mr. Don Johnson of Paradigm, who has been researching bulk provider options for several communities within Kings Ridge, gave a review of his current findings. To date Mr. Johnson's research considers 6 companies to be true contenders. Mr. Johnson outlined the companies' pedigree, their offers including anticipated costs and noted more negotiations were to follow. After his presentation, Mr. Johnson answered residents' questions, which included inquiries about TV package sizes, assortment of channels, anticipated service response times etc. He also pointed out that once final negotiations have occurred, the providing vendor will be selected by majority vote of the coalition.

6. Adjourn. Ms. Rubright made a motion to adjourn the meeting at 5:30 p.m. which was seconded by Mr. Muro and carried with a unanimous voice vote.

Respectfully Submitted,
Barbara Rights, LCAM
Virginia Scigliano, Secretary

Date Approved: June 6, 2016

[Back to Table of Contents](#)

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

May 2016

The BOD did not have a regular community meeting for May 2,
2016

[Back to Table of Contents](#)

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary,–
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Special Meeting of the Board of Directors and Members May 11, 2016,

immediately following the 1:30 p.m. Bulk Provider Presentation.

Royal Clubhouse – Ballroom A & B

1. Call To Order: The meeting was called to order by President Choice Edwards at 2:40 p.m.
2. Establish Quorum/Proof of Notice. Choice Edwards, Fran Rubright, John Muro, Virginia Scigliano and Helen Bohannon were present, which constituted a quorum. Barbara Rights represented Sentry Management.
3. A notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours to the meeting according to Florida Statutes.

4. NEW BUSINESS

Bulk Cable Service

Mr. Don Johnson of Paradigm, gave a summary of bulk provider offers to several communities in Ballroom A & B. Options. Furthermore he explained the differences of the tiers of service that may be provided by the Bulk carrier.

- a) 3 tier – includes TV, internet and phone
- b) 2 tier – includes 2 services of choice for the community
- c) 3 tier – includes one service – TV most likely

Mr. Edwards asked for a show of hands tally to ascertain which level of service the members wished to obtain from the bulk provider after Mr. Johnson's presentation:

Tier 3 – providing TV, internet and telephone – 23 owners responded

Tier 2 – 2 service to be selected - 2 members responded.

Tier 1 – one service to be supplied by the Bulk provider – 1 owner responded

Does not wish bulk service – 1 owner responded.

Mr. Edwards thanked everyone for their input.

Paint discussion

Ms. Bohannon asked a third color for accent door as shown in Colonial color schemes be allowed – discussion followed. Mr. Robert Hughes stated that originally only Lennar colors were allowed and the Master in 2010 gave associations the option to use either color scheme, regardless of who the original builder was. Lancaster at the time adopted Colonial with white trim, but had not motioned to allow a third color. Ms. Bohannon motioned to accept a third color as accent, no second, motion died for lack of second.

There being no further Association business Ms. Scigliano motioned to adjourn, seconded by Mr. Muro. Meeting adjourned at 3:00 p.m.

Respectfully Submitted,

Barbara Rights, LCAM

Virginia Scigliano, Secretary

Date Approved: June 6, 2016

[Back to Table of Contents](#)

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Board of Directors and Members

June 6, 2016, 9:00 am.

Royal Clubhouse – Carrington Room

1. Call To Order: The meeting was called to order by President Choice Edwards at 9:00 a.m.
2. Establish Quorum/Proof of Notice: Choice Edwards, Fran Rubright, John Muro, Virginia Scigliano and Helen Bohannon were present, which constituted a quorum. Barbara Rights represented Sentry Management.
3. Notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours prior to the meeting according to Florida Statutes.
4. Pledge of Allegiance: John Muro led the pledge of allegiance.
5. Approval of April 4th, 21st and May 11th, 2016 Minutes: Motion by Ms. Scigliano to approve April Annual minutes, seconded by Mr. Edwards, approved unanimously. Motion by Ms. Scigliano to approve the April 4 Organizational & Board meeting minutes, seconded Mr. Muro, approved by unanimous vote. Motion to approve the April 21st, as well as May 11, 2016 with noted corrections, seconded by Mr. Muro, approved unanimously.

6. Reports

- **Manager –**

- Accounts receivable – Ms. Rights reported there were no arrears at this time. Mr. Unger questioned the accounts receivable postings and wondered why accounts were showing on the open file. Ms. Rights noted the one showing a balance has been credited; these were fees the Board motioned to remove last meeting and the other accounts reflect credit amounts. The ledger shows every account outside of a “0” balance.
- Inspections – no violations were found at this time. Discussion regarding hedge height followed but also noted that many will be trimmed during 2016 House Painting Project.
- Closings –none
- House Painting – The 2016 house painting project has started. All color changes and payments have been received and are held in Sentry’s office. Ms. Rights’ complete report will be included in the minute book.

- **COMMITTEE REPORTS**

Board of Directors

Choice Edwards, President –, Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

- a) Master & Clubhouse – Mr. Edwards noted the last issue of Royal Times summarized the last master meeting. Rumble sticks will be installed on the roadways.
- b) Architectural – Mr. Muro reported the following applications have been received:
 - 2084 Grafton – remove the palm tree
 - 2054 Dobson – install pavers on the driveway to match the trim color
 - 2049 Dobson – install pavers on the driveway
 - 2137 Grafton – install solar fan; replace front door with frosted glass; replace screen door with full glass door.Motion by Mr. Muro to approve the above ARB application; seconded by Mr. Edwards, approved by all.
Ms. Halter of the Master ACC noted house color changes require master ACC approval too. Owners must submit applications.
- c) Communications – no report
- d) Lawn Care – no report
- e) Welcome / Sunshine – many neighbors are struggling with health issues at this time. Residents were asked to take a moment to send a card or say Hello when possible.
- f) Entertainment – Ms. Bohannon reported the Spring event was cancelled.
- g) Decorating – Ann Kurilchek asked for volunteers. She needs someone to take over this committee and the storage of the decorations at this time. No show of hands at this time. Mr. Choice Edwards thanked her for her devotion and hard work in past.
- h) Neighborhood Networking – John Muro and Steve Unger noted they switch off attending the meetings. Mr. Unger reported many members of the committee residents are not sure what the little mailboxes are for and do not realize they are intended for non-postal delivers, such as newsletter and flyers. These are deemed “personal mailboxes”. Lancaster residents know that the resident mailbox is used for community information.

Ms. Bertha Halter of the master NARC noted the following changes / reviews of the master ARC are forthcoming:

2.4 guideline – Front door hardware color palette is be expanded and the same color must be used on ALL of the door hardware, meaning you cannot change the door handles to one color and leave the hinges another.

2.9 guideline – a meeting is set with Sherwin Williams to consider adding a door color to the Lennar palette.

2.20 guideline – garage door top panes – all garage door changes MUST be of same layout, meaning if the current door has top glass panes, the new one must too. If the top panel is solid – the new one must be as well. However, glass can be replaced with screen.

4.37 guideline – landscape solar lights – this item is being moved to 4.4.

4.4 guideline – Bed edging – research is being conducted into different types of bed materials.

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

- i) Paint Committee – Mr. Hughes reported the 2016 house painting project had a slow start up. For now all work is delayed by 1 week from the original schedule. Mention was made that several residents need help moving furniture on their patios and residents may want to reach out to the neighbors for assistance. Inquiry was made as to whether or not the lanai could be another color - Mr. Hughes confirmed – all houses are painted 2 colors, the body, which is inside the lanai areas too and trim.

7. OLD BUSINESS

- A) Bulk Cable Service – Mr. Edwards delivered a recap of all meetings to date. The Master Association is not providing cable as of 2017. Some neighborhood associations' documents require cable to be provided. This provision of service prompted a coalition to be formed. This provision of service prompted a coalition to be formed to investigate options and perhaps seek a way to provide cable and other services less expensively. All Kings Ridge neighborhoods were invited to join, allowing for better leverage with providers. Lancaster did not join initially simply because they were unfamiliar with the effort and the Master Board had voted to "no longer be in the cable business". John Moro attended a meeting of the coalition and saw no downside to joining in the effort since it did not commit Lancaster to a carrier but allowed Lancaster to use the services of a consultant who would be obtaining proposals. John Muro made a motion at a Lancaster board meeting, which died on the floor due to lack of a second. Don Hulin suggested to Choice Edwards that he attend a meeting of the coalition. After attending such a meeting, Mr. Edwards too thought it a wise thing to join the group effort and urged the board via email to approve joining the coalition. The email motion to vote upon was to approve joining the coalition; however, the email vote was not ratified at the next board meeting. Motion was made to table this effort, seconded and approved. The Lancaster board decided to await a legal review of the proposed contract with the selected provider, OpticalTel. The contract was reviewed; suggested revisions were made and subsequently received approval from the law firm of Clayton and McCulloh. Joe Staynoff of Clayton & McCulloh was the attorney reviewing the document because of his extensive background with contract negotiations of this kind.

- B) Mr. Edwards made a motion for Lancaster to join the coalition of ten associations representing 1514 residences in Kings Ridge and sign the contract with OpticalTel. Mr. Muro withdrew his motion to table this item as well as his earlier email vote and the second was also withdrawn. The motion to join the coalition and sign the contract with OpticalTel was seconded by Ms., Rubright. Mr. Unger asked if there will be an additional cost added to the Lancaster assessments. Mr. Edwards confirmed the fees currently paid to the master for TV services will be part of Lancaster's assessment starting next year and removed off the master fee. Sam Tyndall elaborated on some of the conversations that have occurred during bulk contract research. Mr. Tyndall stated the monthly fee will be \$32.95 base price; with fees and taxes the monthly fee will be approx. \$49.73. The service includes: Basic TV

Board of Directors

Choice Edwards, President –, Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

with either 2 DVR's OR 1 whole house DVR & 250 channels American HD; internet includes gateway router, with wifi and 100 x 100 service; basic phone will be included for free in 2017 and a \$10.00 charge from 2018 onward. The door fee is \$ 300.00 per door net and will be applied towards the charges as not to be considered income. Mr. Tyndall noted 7 companies were interviewed over the past months and Opticatel provided the best offer and agreed to revised service terms.

Open floor questions:

Does joining or changing to bulk service require a 14 day mail out notice to the residents? *No it is not a special assessments but a service agreement.*

Is there a service center close by and what are their hours? *Service will not be 24/7 and yes there will be a service center in Clermont.*

Where will the lines run? *For now they plan to enter Kings Ridge off Hancock Rd.*

How can this be financially viable for a company to spend such monies on infrastructure at such a low rate? *Opticatel is using Kings Ridge to gain footing in the Central Florida market and Kings Ridge will benefit from the expansion.*

Has a performance bond been received? *Mr. Tyndall stated non is needed for a service agreement.*

Mr. Edwards added Mr. Joe Stayonoff of Clayton & McCulloh has negotiated communications contracts before and reviewed this contract too.

VOTE: 4 yeah & 1 nay by Ms. Scigliano. Motion carried with majority.

8. OPEN FORUM

a) Lancaster Documents review for MRTA; Ms. Scigliano and Choice Edwards spoke with Brian Hess of Clayton & McCulloh via conference call regarding the need for future Lancaster documents revisions and update. Clayton & McCulloh offered a flat fee to review and prepare the legal documents charge of \$750.00 per document to amend the amendment sections in the Lancaster documents. There are 3 sets of Lancaster documents each containing an amendment provision. Mr. Hess recommended that the project to update and revise the documents should proceed in stages with the first step being to amend the amendment sections.

Ms. Scigliano motioned to work with Clayton & McCulloh on amending the documents at a cost of 3 x \$750.00, seconded by Mr. Edwards, 4 yeah, 1 Nay by Ms. Bohannon – motioned passed.

b) Holiday Lights – Ms. Bohannon shopped for companies that offer Holiday light services for installation, removal and storage of holiday decorations. Discussion followed. 3 bids were obtained ranging from \$ 540.00 to \$ 2,500.00 Motion by Mr. Edwards to accept the offer from Chores Are Us at \$540.00 to place, remove and store holiday lights at a cost of \$540.00 per year, seconded by Mr. Rubright, passed by all.

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

- c) Mr. Unger noted the Board may want to review all account receivables. Board agreed.

9. Next meeting is set for July 11, 2016 at the Sentry Office in Clermont.

- 10. **Adjourn.** Mr. Muro made a motion to adjourn the meeting at 10:50 a.m. which was seconded by Ms. Rubright and carried with a unanimous voice vote.

Respectfully Submitted,
Barbara Rights, LCAM
Virginia Scigliano, Secretary

Date Approved: July 11, 2016

[Back to Table of Contents](#)

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Board of Directors and Members

July 11, 2016

Sentry Offices, 1645 E. Hwy 50, 3rd floor, Clermont, Fl. 34711

1. Call To Order: The meeting was called to order by President Choice Edwards at 9:00 am.
2. Establish Quorum/Proof of Notice. Choice Edwards, Fran Rubright, John Muro, Virginia Scigliano and Helen Bohannon were present, which constituted a quorum. Barbara Rights represented Sentry Management.
3. A notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours prior to the meeting according to Florida Statutes.
4. Pledge of Allegiance was headed by John Muro.
5. Approval of the June 6, 2016 minutes – Mr. Muro motioned to accept the June 6, 2016 meeting minutes; Ms. Scigliano noted several changes to be made for accuracy of the coalition vote and seconded the motion with noted corrections, motion passed unanimously.

6. Reports:

Manager: Mr. Unger pointed out there was \$0.09 cent arrear posted on cash receipts which needs to be corrected. Manger reported Chores Are Us was contacted and the new vendor W-9 has been completed for future work. Mr. Hower continues painting but has not presented any invoices at this time. Ms., Rubright motioned to accept the manager's report as presented, seconded by Mr. Edwards; motion passed unanimously .

Financial: Mr. Muro gave a recap of the financial statement.

Committees:

Master & Clubhouse – Mr. Edwards recapped items discussed at the last master meeting:

- Dead pine trees – there are several dead trees throughout the community but it is uncertain if these are located on the golf course or on residents lots. More research is being conducted. In the meantime, the trees will be trimmed back.
- Many residents have grandchildren visiting and using the facilities. A reminder is being sent out that children are to be respectful.
- Irrigation – research into the extent of issues and corrective measures to be taken continues.

ARB – Mr. Muro noted the following applications were presented for approval:

- 2121 Grafton – house color change
- 2087 Grafton – house color change
- 2063 Dobson – house color change

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

- 2049 Grafton – replace driveway and color

Motion presented by Mr. Muro to approve before listed applications, seconded by Ms. Rubright, passed by all.

Communication – no report

Land Care – No report at this time. The Board reviewed the current member roster and noted that Rob, committee head, will be moving soon. Ms. Bohannon will handle land care interim.

Welcome / Sunshine – reported there are 2 houses for sale at this time and 2 very ill residents within the community. It was suggested the Welcome package be reviewed and possibly updated.

Entertainment – the tailgate party is set for September 24th.

Decorating – decorations were placed for the 4th of July – Mr. Edwards thanked Ann Kurilchek for her work and for putting up and taking down the decorations.

Networking – no report at this time.

Disaster Preparedness – Ms. Scigliano reported that the Lancaster plan is current and that Sentry has copies of resident emergency data forms. Lancaster residents were e-mailed their Block Captain contact information.

Paint committee – Mr. Hughes reported on the progress of the 2016 house painting project. Currently 3 to 4 houses are being painted per week. He further noted Mr. Hower will be on vacation for one week starting the 19th. Mr. Hower will also be contacting Sherwin-Williams to conduct their first final inspection and issue the warranty certificates. It was agreed that Board liaison, Mr. John Muro would be the party meeting Sherwin Williams and signing any forms.

7. Old Business

Document review - Ms. Scigliano reviewed and included a recap the fees associated with the review of the documents in preparation for MRTA updates. Report included with minutes. She also delivered a brief description of the scope of startup work to be completed. Ms. Scigliano noted the Community Networking Committee spoke of checking to see if joining forces between neighborhoods would allow for some cost distribution. This item is still being researched.

8. New Business

Master ACC Representative

Mr. Hulin noted his disappointment that rules are not being enforced – specifically in regards to furniture being placed outside of lanais in the mulch area a few doors down. Ms. Scigliano reviewed the ACC rules and found this item is not addressed in the documents. More discussion followed regarding hedge heights, number of ornaments allowed in the front yards and yard lights. More discussion revealed the Master is currently reviewing the guidelines and Lancaster may want to do so as well after the Master has completed their revision. Ms. Bohannon, who has been attending the master ACC meetings when possible, was asked if she would like to be the liaison for now; she accepted.

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

9. Open Session

Mr. Unger noted several items that require review – update of the 55 community registration with the State is due; he inquired what the monthly \$2.00 storage fee was for – this charge is for storage of the GL documents until year end closeout. He noted the attorney suggested the Board members addresses be listed on Sunbiz instead of Sentry's address and noted it will cost \$71.00 to change the addresses outside of annual meeting dates.

It was noted that Charlie is re-vamping the website. Board discussion followed. Ms. Scigliano motioned a chatroom be included in the website; motion seconded by Ms. Rubright, approved by all.

10. **Establish date for next meeting** – Mr. Unger noted the financial should be closed out end of the month instead of the 25th to avoid posting overlaps. The board had agreed to move the meeting date to allow for processing. Starting August 8, 2016 meetings are to be held on the second
11. Monday of the month.

There being no further Association business Mr. Edwards motioned to adjourn, seconded by Ms. Rubright. Meeting adjourned at 10:30 am.

Respectfully Submitted,
Barbara Rights, LCAM
Virginia Scigliano, Secretary

Date Approved: Aug 8, 2016

[Back to Table of Contents](#)

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannan - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Board of Directors and Members

August 8, 2016

Royal Clubhouse – Carrington Room

1. Call to Order: The meeting was called to order by President Choice Edwards at 9:00 am.
2. Establish Quorum/Proof of Notice. Choice Edwards, John Muro, Virginia Scigliano and Helen Bohannon were present, which constituted a quorum. Ms. Rubright was absent. Barbara Rights represented Sentry Management.
3. A notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours prior to the meeting according to Florida Statutes.
4. Pledge of Allegiance was headed by John Muro.
5. Approval of the July 11, 2016 minutes – Ms. Scigliano motioned to accept the July 11, 2016 and meeting minutes with noted corrections; seconded by Mr. Muro, motion passed unanimously.

6. Reports:

Manager:

- Mr. Unger questioned some of the account balances in July's meeting. Manager reviewed all accounts with balances not divisible by the current \$107.00 assessment, found source for these inconsistencies and 5 owners were contacted. An updated status is listed.

Financial: Mr. Muro gave a recap of the financial statement. Motion by Mr. Edwards to accept as presented, seconded by Mr. Muro, passed unanimously.

Committees:

Master & Clubhouse – Mr. Edwards recapped items discussed at the last master meeting:

- City of Clermont has approved placement of a light at the rear gate area on Hancock, facing Heritage Hills.
- Two irrigation pumps along Highway 27 were down and are being handled.

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

- OpticalTel easement has been approved and signed. Next step is the installation of their satellite station located on Hancock where the old Lennar site was.
- Master Association is reviewing the ACC guidelines for retractable awning installations, as well as sails.

ARB – Mr. Muro noted the following applications were presented for approval:

- 2084 Grafton – installation of a new roof gutter system
- 2083 Grafton – house color change
- 2088 Grafton – dehumidifier installation next to AC

Motion by Mr. Edwards to approve all 3 ACC's as presented; seconded by Ms. Scigliano, motion passed unanimously.

Communication – discussion arose on which items should be included in communications. It was decided moving forward this committee will be named: communication / website / technology. Ms. Scigliano noted the mission statement should be changed to reflect this grouping.

Motion by Ms. Bohannon the committee be reorganized as described above, seconded by Mr. Edwards, passed unanimously. Charlie O'Neill will update the mission statement. Charlie O'Neill reported – he has been re-working the Lancaster website and noted many items are obsolete and should be removed to open up space. Discussion followed noting which sections are not utilized and which items may need to be added, such as a blog to reflect community information, i.e. OpticalTel updates, a question and answer section for example.

Motion by Mr. Muro granting Mr. O'Neill permission to precede with the recommended website changes; seconded by Ms. Scigliano, motion passed unanimously.

Discussion followed and suggestion was made to add a notice box at the end of the minutes, but prior Board members names. **Mr. Muro motioned** this information box be implemented, seconded by Mr. Edwards, approved by all.

Land Care – No report at this time. The Board reviewed the current member roster and noted that Robert Ruggiano, committee head, will be moving soon. Ms. Bohannon will handle land care interim and her contact information was to be given to US Lawns.

Welcome / Sunshine – No report at this time.

Entertainment – Ms. Bohannon announced the tailgate party is set for September 24th.

Decorating – No report at this time.

Networking – Mr. Edwards noted MRTA was mentioned as being a potential issue for the several associations within Kings Ridge. Some discussion followed.

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

Disaster Preparedness – Ms. Scigliano reported the Lancaster plan is current and updated copies of resident emergency data forms were passed to Sentry. Block Captain contact information was emailed to the Lancaster residents.

Paint committee – Mr. Hughes reported almost ½ of Lancaster is finished. A color mistake occurred on 2100 Grafton, but it was listed properly. Correction will have to be made by painter when he is on Grafton again. 2083 Grafton Color is noted and will be passed along to painter too. Sherwin Williams has been on site and reports everything looks good.

Color books: who shall keep the color books was discussed. Mr. Bohannon offered to hold the books for now allowing residents easy access.

Motion by Mr. Muro that the colors books be turned over to Ms. Bohannon, seconded by Ms. Scigliano, unanimously approved.

7. Old Business

- a) OpticalTel – Mr. Muro gave an update of what will be installed on Optical Tel's satellite office, including building and some landscaping details. He further noted details are posted on the website as well.
- b) MRTA - Ms. Scigliano has been working with Clinton & McCulloh on the governing document review as approved in earlier meetings. She also delivered an outline of steps to be followed for document amendments and noted possible costs and time lines associated with this task.
- c) Party budget approval – Ms. Bohannon' supplied an estimate of cost for the tailgate party to be approx. \$66.00. Motion by Ms. Scigliano to approve this expense and not to exceed \$100.00, for the tailgate party, seconded by Mr. Muro, unanimously approved.

8. New Business

- a) Decoration reimbursement – Chores Are Us picked up the decoration from Ms Kurilchik's home and has stored them. Prorated cost is \$100.00, which has been paid by management with a personal check since the vendor is not in the system, yet. Motion by Mr. Muro to reimburse Ms. Rights the \$100.00 payment, seconded by Mr. Edwards and passed unanimously.
- b) Chores Are Us – Management reported Chores Are Us is not covered under third party liability as previously believed. Future payment to this contractor will require an insurance waiver to be voted upon and signed by the Board of Directors. Ms. Scigliano motioned to approve the waiver contingent upon the vendor signs a Hold Harmless agreement, seconded by Mr.

Board of Directors

Choice Edwards, President –, Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

- Edwards and unanimously passed.
- c) 2016 Federal tax return – Management noted in past the treasurer completed the federal tax return. Board was asked if they wish to engage a CPA or if they would like the treasurer to complete it again. Mr. Edwards requested management obtain 3 bids for this task.
 - d) 2017 budget review – Mr. Muro and management are working on preliminary budget numbers and should have a draft ready for board review in the September meeting.

9. Open Session

Ms. Scigliano announced the Ladies Luncheon will be held September 6th, 2016 and incorporate a “hat contest”.

Mr. Hulin pointed out some cracks are opening up in the center of the roadway. Discussion followed over who the earlier vendor was. Mr. Unger offered to research his records for contact information.

Ms. Bohannon reported that plants at several entrances have been removed and replaced. Discussion revealed Lancaster was happy with their planting and do not wish the mature plants to be removed at this time. Mr. Edwards was asked to pass this request to the Master Association.

Mr. Hulin earlier mentioned some chairs are still placed outback of a neighbor in the mulch bed. Ms. Scigliano reviewed the guidelines and found the Master rules 3.4 and 4.1 address rear patios and bbq’s but saw nothing listed on furniture. It was agreed Lancaster could implement rules on such and enforce after all owns have been notified of changes.

- 10. **Establish date for next meeting** – The next meeting is set for September 12, 2016, 9:00am.
- 11. There being no further Association business Mr. Edwards motioned to adjourn, seconded by Ms. Rubright. Meeting adjourned at 10:30 am.

Respectfully Submitted,
Ms. Scigliano, Secretary
Barbara Rights, LCAM

Date Approved: September 12, 2016

[Back to Table of Contents](#)

Board of Directors
Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Board of Directors and Members

September 12, 2016

Royal Clubhouse – Monte Carlo Room

1. Call to Order: The meeting was called to order by President Mr. Edwards at 9:00 am.
2. Establish Quorum/Proof of Notice. Choice Edwards, Fran Rubright, John Muro, Virginia Scigliano and Helen Bohannon were present, which constituted a quorum. Barbara Rights represented Sentry Management.
3. A notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours prior to the meeting according to Florida Statutes.
4. Pledge of Allegiance was headed by Mr. Muro.
5. Approval of the August 8, 2016 minutes – Ms. Scigliano motioned to accept the August 8, 2016 meeting minutes; seconded by Mr. Muro, motion passed unanimously.

Open Session comment:

Mr. Don Hulin, for time sake, reported he has been researching the cost to fill the crack that is opening up down the middle of the roadway on Grafton. So far he has obtained 2 proposals, which vary greatly and is conducting more research. The crack needs to be filled with hot tar to prevent water intrusion into the sub-base, which would create additional road damage. Ms. Scigliano requested that Don inquire about the higher bid since this was the company that restored our roads. The board agreed that this repair needed to be done and for Don to report back on his inquiry and make a recommendation for the Board to proceed to fill the crack.

6. Reports:

Manager:

- An account review was included showing status of all accounts not divisible by \$107.00.
- The managers' report is included for review.

Financial: Mr. Muro gave a recap of the financial statement.

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

Committees:

Master & Clubhouse – Mr. Edwards recapped master association items under review:

- The master association is reviewing their options for the pool furniture; repair vs. replacement.
- The master budget is posted on the Kings Ridge website.

NARC – Mr. Muro noted the following applications were presented for approval:

- 2049 Dobson – replace windows and doors with new energy saving fixtures.

Motion by Mr. Muro to approve the ACC as presented; seconded by Ms. Scigliano, motion passed unanimously.

Communication – No report – Charlie O’Neil submitted a mission statement draft ahead of the meeting for the Board of Directors review. Ms. Scigliano read it aloud for all.

Motion: Mr. Edwards motioned to accept, adopt and publish the mission statement as presented, seconded by Ms. Scigliano, passed by unanimous vote.

Further it was confirmed that, at this time, the committee members are: Steve Silpe, Charlie O’Neill and Choice Edwards.

More discussion followed regarding how communication exchange with the owners should occur. It was pointed out that email and webpage blog are the best points for information exchange and updates. A resident noted they receive emails from the master association, but have not seen anything from Sentry Management yet. Ms. Rights confirmed that Email blasts sent by Sentry Management are created upon Board request and are not Sentry driven. More open discussion followed regarding the webpages available to Lancaster residents and the information provided within these platforms. Several residents stated they did not know how to connect to some of these webpages and it was agreed the URL connection should be posted on notifications allowing residents to click and connect.

Motion: Mr. Muro motioned and volunteered himself to research methods that can be used to educate residents’ on where to locate and how to use URL connections for all platforms available to Lancaster residents’; seconded by Mr. Edwards, approved by unanimous vote.

Welcome / Sunshine – Janet Nestle reported she dispatched one card to a resident and does not have any information on the memorial service for Doug Ballantyne

Board of Directors

Choice Edwards, President –, Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

Entertainment – Virginia Scigliano and Janet Nestel reported the ladies luncheon was a great success with a strong turnout. Helen Bohannon reminded all of the upcoming Fall Event on September 24th.

Decorating – no report at this time.

Neighborhood Networking – Ms. Bohannon reported Lancaster's irrigation is doing well and does not have the issues other communities are experiencing at this time.. Another item of interest is cable installation, which is moving along well.

Disaster Preparedness – no report at this time.

Paint – Robert Hughes reported the project slowed down for a bit due to weather and the painters' time off, but things are back on track and moving forward. The only snags have been 2100 Grafton, which was accidentally painted the wrong color and will be corrected by Mr. Jim Hauer when he is painting on homes on Grafton. Another home was skipped because neighbors did not have the right house key, but that owner is sending another in the mail to allow for access.

7. Old Business

- d) Mission Statement – this item was reviewed and voted upon during the Networking committee report earlier. The mission statement is being adopted.
- e) 2016 tax return – Management obtained bids for completing Lancaster's' 2016 Federal tax return as required under Florida Statutes (see managers' report). **Motion:** Mr.Muro motioned to accept the offer extended by CPA Joe Michalak to complete the 2016 tax return for a cost of \$225.00; seconded by Ms. Rubright, passed by unanimous vote.

8. New Business

- e) 2017 budget review – Board discussion followed. It was agreed the budget workshop is to be part of the October Board meeting on a consented agenda.
- f) MRTA Review – Ms. Scigliano noted Clayton & McCulloh comprised a detailed guideline of steps to be taken in phase one of achieving document update under MRTA and suggested these be reviewed during a workshop. The board agreed this should be part of November's agenda. That allows enough time for MRTA mailings to be included with end of year budget & coupon mailings in order to save on mailing costs.

Board of Directors

Choice Edwards, President –, Fran Rubright Vice President – Virginia Scigliano, Secretary,–
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

- g) Upcoming NARC changes and possible formation of a committee – board discussion followed. It was agreed Helen Bohannon and Bertha Halter, who currently attend the NARC meetings, will continue to monitor and report.

9. Open Session

- a) Discussion arose regarding who is and isn't a committee member. Mr. Muro pointed out the member names are listed on the webpage. More discussion followed.

Motion: Mr. Muro motioned committee member names be included on the agenda moving forward; seconded by Ms. Bohannon, approved by unanimous vote.

- b) Mr. Muro addressed some of the concerns he heard regarding email communications for association items and possible exposure to being hacked. More discussion followed without conclusion. Some residents expressed their preference on hard-copy material. Mr. Muro outlined email blast procedures for clarification on the amount of exposure.

10. **Establish date for next meeting** – The next meeting is set for October 10, 2016, 9:00am.

11. There being no further Association business Ms. Bohannon motioned to adjourn, seconded by Ms. Rubright. Meeting adjourned at 10:35 am.

Respectfully Submitted,
Ms. Scigliano, Secretary
Ms. Barbara Rights, LCAM

Date Approved: _____

[Back to Table of Contents](#)

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Board of Directors and Members

October 7, 2016

Royal Clubhouse – Monte Carlo Room

1. Call to Order: The meeting was called to order by President Mr. Edwards at 9:00 am.
2. Establish Quorum/Proof of Notice. Choice Edwards, John Muro, Virginia Scigliano and Helen Bohannon were present, which constituted a quorum. Barbara Rights represented Sentry Management.
3. A notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours prior to the meeting according to Florida Statutes.
4. Pledge of Allegiance was headed by Mr. Muro.
5. Approval of the September 8 2016 minutes – Mr. Muro motioned to accept the September 8, 2016 meeting minutes; seconded by Mr. Muro, motion passed unanimously.

6. Reports:

Financial: Ms. Rights gave a recap of the financial statement.

Manager:

- The managers' report is included for review.

Committees:

Master & Clubhouse – Mr. Edwards recapped master association items under review:

- The master association has reviewed their 2017 budget and currently the proposed budget has been reduced from \$202.00 to \$172.00 between the reduction of bulk service and other anticipated increases, providing an overall reduction of \$30.00.
- Lobby ticket sales – several groups have been conducting ticket sales for events in the lobby but these sales tables may be moved to the East wing once more.
- Residents are asking for a selection of music at the North spa instead of the standard 50's music. Change is under consideration.
- Pool furniture will be replaced at a cost of \$51,000 instead of being re-strapped. This will provide for more age appropriate higher seats.
- Master communications, the Royal Times will add a disclaimer that articles posted are opinions of the writer, not of the staff or board.

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

- New control panel will be installed at the gates, these will be supported by the new fiber optics and not the old analog for which parts are no longer available.

ARC – Mr. Muro noted the following applications were presented for approval:

- 2083 Grafton – install new screen enclosure, 32 x 8 feet; some grading will be needed and setbacks appear in order. Install aluminum gutters.
- 2084 Grafton – add landscaping rocks in enclosed garden area.
- 2141 Grafton – enclose their liana with screens and windows.

Motion by Mr. Muro to approve the ACC as presented; seconded by Ms. Scigliano, motion passed unanimously.

NARC – Ms. Bohannon noted the master guidelines are more restrictive and different than Lancaster's'. Discussion followed and it was agreed a workshop of those guidelines is needed.

Communication – No report – it was agreed the URL is to be listed at the end of minutes.

Welcome / Sunshine – The Committee will work on a revised welcome package for new residents.

Entertainment – the fall event has been cancelled.

Decorating – no report at this time.

Neighborhood Networking – the fall event has been cancelled at this time.

Disaster Preparedness – all agreed the team did a great job of preparing and communicating all to the residents last week during the hurricane.

Paint – Robert Hughes reported the project is almost completed, only houses to go. There were 2 small incidents, one house was painted the wrong color because Mr. Hower worked off outdated paperwork and another because the paint color number was transposed. Discussion followed and it was agreed, Mr. Hower will paint the one at his expense and the other home will cost an additional \$900.00 to the community since it was a clerical error.

Motion by Mr. Edwards to pay the extra \$900.00 for painting; seconded by Mr. Muro, passed unanimously.

7. Open Session

- ✓ **Insurance coverage** – Ms. Scigliano stated in past the broker prepared a review package of the coverages and reviewed all during a meeting. She believes it is time to do so again. Management is to schedule this for next year before insurance renewal.

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

- ✓ **Legal cost for Optical Tel contract review** - Mr. Edwards noted Wellington had emailed all coalition communities regarding their shares of the legal costs to review the Optical Tel agreement. For now they have taken the total cost and divided it by 10. Mr. Muro noted it would be fairer if this cost was divided by per kappa, dividing the expense more evenly. Mr. Muro was going to address this topic with Mr. Tyndell.
- ✓ **Pavement crack fill** – Mr. Hulin reported he has obtained more bids and they range from the low \$1,000 to high \$3,000. Discussion followed and many wondered why the price differences were so great. More research is to follow.

8. Old Business

Mulch placement – Discussion followed regarding when and what type of mulch should be used. Motion by Ms. Bohannon to have mulch installed April 2017 and to use red mulch, same as before; seconded by Mr. Muro, passed unanimously.

9. New Business

2017 budget review – Board discussion followed. It was agreed the budget for 2017 was to reflect the actual bulk expenses for that year at a cost of \$25.00 per month (which is the average of \$500 for 6 months spread over a 12 month period) for a monthly assessment of \$132.00. 3 other items are to be adjusted as well. One resident noted she believes a 14 day written notice of the proposed budget was mailed to all members. Management replied the approved budget is mailed to all and only posted notice is required. This item will be checked. Motion by Mr. Muro to accept the 2017 budget with noted changes for a monthly assessment of \$132.00, seconded by Mr. Edwards, approved unanimously.

10. **Establish date for next meeting** – The next meeting is set for November 14, 2016, 9:00am.

- There being no further Association business Mr. Edwards motioned to adjourn at 11:26 am.

Respectfully Submitted,
Ms. Scigliano, Secretary
Ms. Barbara Rights, LCAM

Date Approved: November 14, 2016

[Back to Table of Contents](#)

Board of Directors

Choice Edwards, President –, Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Special Meeting November 14, 2016

Royal Clubhouse – Monte Carlo Room

1. Call to Order: The meeting was called to order by President Mr. Edwards at 9:05 am.
2. Establish Quorum/Proof of Notice. Choice Edwards, Fran Berkley, Virginia Scigliano and Helen Bohannon were present, which constituted a quorum. Mr. John Muro arrived at 9:09 am. Barbara Rights represented Sentry Management.
3. A notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours prior to the meeting in accordance with Florida Statutes in addition to the meeting notice being mailed via to all owners on October 26, 2016.
4. Pledge of Allegiance was headed by Mr. Edwards.
5. **New Business**
 - f) 2017 proposed budget – Ms. Scigliano motioned to ratify the motion of October 16, 2016 to adopt the 2017 budget as proposed for an increase of the monthly assessment to \$132.00. This increase is to facilitate the bulk agreement rates for TV and internet starting 2017. The motion was seconded by Ms. Berkley; vote was 4 yah and 1 nah by Ms. Bohannon, motion passed by majority vote.
6. There being no further Association business Mr. Muro motioned to adjourn at 9:11am.

Respectfully Submitted,
Ms. Scigliano, Secretary
Ms. Barbara Rights, LCAM

Date Approved: December 12, 2016

[Back to Table of Contents](#)

Board of Directors

Choice Edwards, President –, Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Board of Directors and Members

November 14, 2016

Royal Clubhouse – Monte Carlo Room

1. Call to Order: The meeting was called to order by President Mr. Edwards at 9:12 am.
2. Establish Quorum/Proof of Notice. Choice Edwards, John Muro, Virginia Scigliano and Helen Bohannon were present, which constituted a quorum. Barbara Rights represented Sentry Management.
3. A notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours prior to the meeting according to Florida Statutes.
4. Approval of the October 7, 2016 minutes – Mr. Muro motioned to accept the October 7, 2016 meeting minutes; seconded by Ms. Bohannon, motion passed unanimously.

5. Reports:

Financial: Ms. Rights gave a recap of the financial statement.

Manager:

- The managers' report is included for review.

Committees:

Master & Clubhouse – Mr. Edwards recapped master association items under review:

- Ms. Kim Myers is back at work, all wish her well.
- Pool furniture – is being replaced with sling style lounges at this time.
- NARC approval of retractable awning is being reviewed at this time.
- Mulch placement – most neighborhoods have agreed to delay the installation of new mulch to the beginning of the year after leaf fall is completed.

ARC – Mr. Muro noted the following applications were presented for approval:

- 2087 Grafton – is painting their driveway.
- 2062 Dobson – wishes to replace the soft stem plants in their yard.

Motion by Mr. Muro to approve the ACC's as presented; seconded by Ms. Scigliano, motion passed unanimously.

Communication – No report

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

NARC – Ms. Bohannon & Ms. Halter reported on updates of the overhaul of the master ACC rules. The proposed color schemes have been compiled by Sherwin Williams and will include an accent color for doors. The body and trim colors will be offered reversed doubling the color options. Color boards will be displaced at the next meeting for those who wish to see them.

Land care – Ms. Bohannon mentioned owners and residents may want to use the online filing system for lawn work orders. She reminded all that lawn care is now on the off season schedule, meaning every other week instead of weekly service.

Welcome / Sunshine – It was noted there are many for sale signs in the neighborhood. Short discussion followed. It was noted the yards are looking rather nice too. The Welcome Letter has been revamped by Ms. McClelland, as before, she did a great job with it.

Entertainment – It was announced that 2 socials are planned and announcements will be distributed the beginning of the year.

Neighborhood Networking – A Thank you was given to Ann Kurilchek for placing the flags at the entrance for Veterans Day. Ms. Bohannon asked if Lancaster is the only community that has kept their own set of ACC rules in addition to the master ACC's? Discussion followed and noted that a rule workshop could be scheduled, but it was then decided that was not needed.

Disaster Preparedness – no report at this time.

Paint – Robert Hughes was not present but supplied a report which Mr. Edwards read for everyone. It was agreed the repainting of the homes went well, even with the minor glitches. Lancaster looks good. Motion: Ms. Scigliano asked the report become part of the minutes, seconded by Mr. Muro, passed by all.

Open Session

- ✓ Mr. Hulin noted that a neighbor still has chairs in the mulched area outside of his patio in the rear, which he believes is not allowed.

6. Old Business

- g) **Coalition legal cost** – The Board reached out to Wellington and asked they review the split of the legal costs incurred for review of the bulk agreement, meaning they inquired if per home would be more accurate instead of per association. Wellington and the others decided the cost would be split by the number member associations and not per kappa. **Motion** by Ms. Berkley to approve payment of the \$632.00 to Wellington for their share of legal expenses for bulk contract review; seconded by Ms. Scigliano, passed unanimously.

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

- h) **Road repairs** – Mr. Hulin solicited bids from several asphalt road repair companies to seal the cracks opening up down the center of Grafton. Prices ranged from \$1,200.00 to \$15,250.00. Management was asked to investigate the ranges since they were so large, specifically Asphalt Restoration, since they originally did the rejuvenation work and their bid seemed a bit high. Inquiry shows Asphalt Restoration has a minimum roll up charge of \$3,300.00. Discussion followed. The Board questioned if there was a warranty on the work. Management, together with Mr. Muro will check.
- i) **OpticalTel status** – construction updates and progresses are being posted in the web page. Ms. Halter had a question regarding landscape repairs and/or plant replacement. Residents were advised to contact OpticalTel.

7. New Business

- h) Setting workshop date – Board discussion followed. It was agreed the December 12, 2016 meeting will be used for the MRTA workshop. January 9, 2017 may be used for an ACC update and review meeting. Mention was made that November 21, 2016 is when the date of the Town hall meeting from noon – 2:00 pm.

- 8. **Establish date for next meeting** – The next meeting is set for December 12, 2016, 9:00am.

- 9. There being no further Association business Mr. Muro motioned to adjourn at 10:19 am.

Respectfully Submitted,
Ms. Scigliano, Secretary
Ms. Barbara Rights, LCAM

Date Approved: December 12, 2016

[Back to Table of Contents](#)

Lancaster

At Kings Ridge Neighborhood Association Inc.

MINUTES

Board of Directors and Members

December 12, 2016

Royal Clubhouse – Carrington Room

1. Call to Order: The meeting was called to order by President Mr. Edwards at 9:03 am.
2. Establish Quorum/Proof of Notice. Choice Edwards, Fran Berkley, John Muro, Virginia Scigliano and Helen Bohannon were present, which constituted a quorum. Barbara Rights represented Sentry Management.
3. A notice was posted in the clubhouse and at the front entrance of the neighborhood at least 48 hours prior to the meeting according to Florida Statutes.
4. Approval of both November 14th, 2016 minutes – **Motion** by Ms. Scigliano to approved the special meeting and business meeting minutes of November 14, 2016; seconded by Ms. Berkley, motion passed unanimously.

5. Reports:

Financial: Mr. Muro gave a recap of the financial statement.

Manager:

- The managers' report is included for review.

Committees:

Master & Clubhouse – Mr. Edwards recapped master association items under review:

- The revised ACC will be discussed and maybe approved at the next master meeting.
- Bus trips – these are being cut back due to lack of participation. Starting January they will depart every other month and trips to Tamps are being stopped altogether.

NARC – Mr. Muro noted the following applications were presented for approval:

- 2104 Grafton – new landscape for front yard
 - Plant sod in rear yard and minimize the mulch beds.
 - Paint driveway
 - Remove palm tree
 - Re-paint exterior of home at their expense. 875D Tomorrows taupe.
- 2049 Dobson – re-design landscaping

Board of Directors

Choice Edwards, President –, Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

- 2085 Dobson – remove 3 pine trees in rear yard as well as citrus trees and one fig tree.

Discussion: arose on whether the master or the Lancaster ARC should check for property boundaries and compliance before applications are passed to the NARC.

Motion by Mr. Muro to approve the ACC's as presented; seconded by Mr. Edwards, motion passed unanimously.

Communication – No report

KRACC – Ms. Bohannon reported big changes of NARC guidelines are forthcoming. The color schemes have been greatly expanded and Sherwin Williams has comprised the color books.

Land care – Ms. Bohannon is emailing with Joe to coordinate the Holiday for the crew. Residents are donating for the cash gift and donations may continue until the 29th. Lunch is planned for the 19th. **Motion** by Ms. Scigliano to allow up to \$100.00 for the landscapers' luncheon; seconded by Mr. Muro, passed unanimously. Ms. Bohannon suggested a reminder be sent out that off season service is every other week. It was further noted folks should receive a reminder that lawn work orders are on the Lancaster website.

Welcome / Sunshine/Entertainment – It was announced the Holiday party will be at Susan McClellands residence and Mr. and Mrs. Pamplin will join the Welcome committee.

Neighborhood Networking – Concern over the installation complication date for Optical Tel was expressed. Discussion followed.

Disaster Preparedness – no report at this time.

6. Old Business

- Road Repairs** – At last meeting the Board inquired what, if any, the warranty was. Management confirmed, both Pema Stripe and Central Asphalt Sealcoating, offer a 1 year warranty on labor and product. Another question arose which application would be best suitable with future rejuvenation applications. Management contacted the vendors to verify. Central Asphalt Sealcoating stated the rubber filler will not absorb rejuvenation but the surrounding area will, Perma Stripe's application uses asphalt which will absorb rejuvenation product. Board discussion followed and management was asked to ascertain which method of repair the City of Clermont uses. Management agreed to do this.
- OpticalTel status** – Mr. Edwards reported the installation is running approx. 1 month behind. Residents are advised to keep their Bright House service connected until the connection with Optical Tel is confirmed. Optical Tel will reimburse residents for the base rate of overlap time.

Board of Directors

Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director

Lancaster

At Kings Ridge Neighborhood Association Inc.

7. New Business

- a) Approve Chores R Us invoice – Board discussed and **reviewed** the Chores R Us invoice **for** \$95.10 for additional items purchased to install the Holiday lights. Some residents noted more red was needed and recommend some upgrades for next year too.
Motion by Mr. Edwards to pay the Chores R Us invoice of \$95.10; seconded by Ms. Berkley, unanimously approved.
- b) MRTA Review – Ms. Scigliano stated MRTA is an involved discussion and much has already been handled today. Time permitting MRTA can be placed on agenda in February 2017. **Motion** by Ms. Scigliano to move this MRTA review to February 2017; seconded by Mr. Edwards, approved by all.
- c) Attorney Invoice – Clayton & McCulloh submitted an invoice for review of budget notification and/or special meeting requirements in the amount of \$342.50. **Motion** by Ms. Scigliano to pay the legal invoice; seconded by Mr. Edwards; 4 yes and 1 no vote by Ms. Bohannon; approved to pay by majority vote.

8. Open Forum

Mr. Steve Silpe noticed the mulch areas are increasing in size. He suggested a tour with Joe Ramirez of US Lawn to inspect the creping mulch beds. Ms. Bohannon will join the inspection.

9. **Establish date for next meeting** – The next meeting is set for January 9, 2017 at 9:00 am.
10. **Adjournment** - There being no further Association business Ms. Berkley motioned to adjourn at 10:23 am.

Respectfully Submitted,
Ms. Scigliano, Secretary
Ms. Barbara Rights, LCAM

Date Approved: January 9, 2017

[Back to Table of Contents](#)

Board of Directors
Choice Edwards, President – Fran Rubright Vice President – Virginia Scigliano, Secretary, –
John Muro, Treasurer – Helen Bohannon - Director