

Lancaster

At
**Kings Ridge Neighborhood Association, Inc.
Board of Directors Meeting**

Date/Time: **Monday, September 9, 2019 at 9:00 a.m.**
Place: King's Ridge Clubhouse – Aberdeen Room
1900 King's Ridge Blvd.
Clermont, Florida 34711

MINUTES

1. **Call to Order:** Mr. Edwards called the meeting to order at 9:01 a.m.
2. **Establish that a Quorum is Present:** Present were Mr. Edwards, Mr. Hughes, and Ms. Thomas; signifying a quorum. Richard Drake, AMS, and Barbara Rights represented Sentry Management.
3. **Proof of Notice:** 48-hour notice was posted at the Clubhouse and entrance to the community.
4. **Pledge:** Done
5. **Approval of Minutes of August 12, 2019:** Ms. Thomas moved, and Mr. Hughes seconded, to approve the meeting minutes. All in favor, motion passed unanimously.
6. **Insurance Renewal – Lou Biron, Sihle Insurance:** Mr. Hughes moved, and Ms. Thomas seconded, to approve the insurance package presented by Mr. Biron for an amount not to exceed \$2.9K, for 1-year term beginning 10/01/19, including Cyber, Terrorism, D&O, GL, and Crime coverage. All in favor, motion passed unanimously. Expected refund from Traveler's for terminated policy approximately \$939.
7. **Reports:**
 - **Treasurer's Report:** (Robert Hughes) – Mr. Hughes provided an overview of year-to-date financial results through August 2019. Mr. Hughes requested that \$9.5K of paving work be allocated to Reserves COA 2250 "Roads".

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- **Manager's Report:** (Richard Drake) – Mr. Drake reviewed the Manager's Report and addressed questions researched from last meeting regarding various expenditures, as follows:

- Web domain annual fee overpayment – Board determined that credit should remain on account with EZ Web. Thus, no payment will be required for domain renewal in December 2019.
- Mr. Drake reviewed costs related to archiving of two (2) additional boxes over the summer and moving forward. Ms. Thomas will arrange with Mr. Drake to review box contents.
- Mr. Drake previously provided details to Board as requested by Board on 2019 expenditures to Clayton & McCulloh and King's Ridge Clubhouse.
- Mr. Drake previously provided detailed expenditures related to copier and supply costs to Board.
- Board approved removal of Board Portal minutes archive in place of owner-access Community Information area.
- Board determined that there shall be no exceptions to the Collection Policy. Mr. Drake will present Collections Policy Worksheet at next meeting for Board review and approval.
- Board requested that driveway pressure washing violation notices be issued by Mr. Drake as soon as possible.
- Mr. Hughes will further define request for monthly invoices to Mr. Drake; after receipt of this request, Mr. Drake will check with Sentry Management if additional charges will apply.

- **Master Board Committee & Liaison Reports**

- **Master Board Director Report: (Dolores Thomas)** – Ms. Thomas reviewed minutes from recent Master Board meeting and sent email blast to all residents.
- **Master Board ACC Lancaster Report: (Chris Weiss)** – Mr. Weiss reviewed findings from recent tour of community with an arborist.
- **Neighborhood Networking Committee Liaison Report: (H. Bohannon)** – Ms. Bohannon provided an update on challenges with landscapers in neighboring communities.

- **Lancaster Committee & Liaison Reports**

- Neighborhood Emergency Preparedness: (Choice Edwards) – Mr. Edwards reviewed effectiveness of Hurricane Dorian preparations.

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8. Old Business:

Discussion: New Webmaster for Lancaster website.

Action: Ms. Thomas moved, and Mr. Edward seconded, to direct Ms. Scigliano to prepare an agreement for new webmaster at \$125/hour. All in favor, motion passed unanimously.

Discussion: Determine whether to request attorney opinion related to SECO's demand.

Action: Board requested that Mr. Drake obtain email opinion issued by association attorney earlier in 2019 on SECO matter; distribute to Board. No additional action at this time.

Discussion: Review Landscaping RFP being developed by Ms. Thomas and Ms. Bohannon.

Action: Ms. Thomas reviewed the draft RFP which is still being developed for Board's review at next meeting. Termination letter to US Laws is postponed until successor has been selected.

9. New Business:

Discussion: Review of Sentry Management's waiver form for property insurance.

Action: Mr. Edwards moved, and Mr. Hughes seconded, to approve signing the waiver form for property insurance only. All in favor, motion passed unanimously.

10. Open Forum: Completed.

11. Establish Date for Next Meeting: Monday, October 14, 2019 at 9:00 a.m. (Budget Meeting).

12. Adjournment. Mr. Edwards moved, and Ms. Thomas seconded, to adjourn the meeting at 10:43 a.m. Approved unanimously.

Respectfully submitted,
Dolores Thomas, Secretary
Richard Drake, AMS

DATE APPROVED: October 14, 2019

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