

# Lancaster

## ORGANIZATIONAL & BOARD OF DIRECTORS MEETINGS

### Minutes

Monday June 8, 2020

Immediately following the Members Annual meeting

9:00 a.m.

Carrington Room of the Kings Ridge Clubhouse

(Meeting also on Zoom and conference call)

1. **Call Meeting to Order:** Called to order at 9:12 a.m.
2. **Establish Quorum Present:** All 5 Board members in attendance (Virginia Scigliano, Choice Edwards, Dolores Thomas, Bill Huges, Margaret Goedeker). Lou and Bertha Halter, Bob and Susie Pamplin, and Charles Marler attended via Zoom. In addition to the Board members and Zoom attendees, the onsite attendees were Helen Bohannon, Tim Cronin, Robert Hughes, Don Hulin, John Lawson, Janet Nestel, Fran Rubright, Steve Unger and Chris Weiss.
3. **Proof of Notice:** Multiple eblasts 2 weeks before this meeting, Agendas posted at the clubhouse and sign at the entrance to Lancaster on Wednesday, June 3, 2020; and eblast reminder on Friday June 5, 2020.
4. **Pledge:**
5. **Election of Officers:** President, Virginia Scigliano **Motion** by Dolores Thomas, second by Choice Edwards, unanimous; Vice President, Choice Edwards **Motion** by Virginia Scigliano, Second by Dolores Thomas, unanimous; Secretary, Dolores Thomas, **Motion** by Virginia Scigliano, second by Choice Edwards, unanimous; Treasurer, Bill Hughes, **Motion** by Choice Edwards, second by Virginia Scigliano, unanimous.
6. **Appointment/Reappointment of committee members:** **Motion** to accept the committee appointments by Bill Hughes, second by Choice Edwards, unanimous.

Lancaster website: <http://lancasterkr.com/>

Board of Directors

Dr. Virginia Scigliano, President – Mr. Choice Edwards, Vice President; Mr. William Hughes, Treasurer  
Ms. Dolores Thomas, Secretary –Ms. Margaret Goedeker, Director at Large

7. **Approval of Minutes (May 11, 2020): Motion** to accept by Choice Edwards, Second by Bill Hughes, unanimous

## 8. Reports

**Past President's Report:** \$1192.20 Legal fees Board approved by email vote, and paid to Clayton reg JHL Lien. Status JHL has not responded. Lien will be void as a matter of law in 12 months if no action taken. Most disappointed with legal's failure to communicate. Approved by email vote \$35 to replace batteries for emergency radios. Blue Water changed JHL lien titled legal fees to unpaid debt and remove from pending invoices under "legal" because it is actually lawn care. SECO on auto pay. **Motion** by Choice Edwards, second by Dolores Thomas to approve the \$35 to replace batteries for the emergency radios. Unanimous.

**Treasurer's Report:** All bills paid nothing unusual. Update: delinquencies and Print Count details. GeekItDown invoice. We are approximately \$5,000 over budget. **Motion** by Choice Edwards, second by Dolores Thomas to approve payment to GeekItDown invoice for \$206.25.

**Manager's Report.** (Lynn ) Current delinquencies. Violations. Why was the amount under legal for \$7255.66 allegedly for the JHL lien \$30 more than the actual lien filed at Lake County for \$7225.66. **As of 4/30** there was one delinquent account which should be cleared by now. There were 10 violation letters issued for multiple infractions. Majority were for large mulch circles around the trees and the tire marked driveways because of the Asphalt Retoration project.

- Choice Edwards noted that some of the marks are caused by the lawncare people.
- Helen Bohannon reminded everybody that at a previous Board meeting, the Board had decided that there would not be a violation for the tire marks known as shadowing.
- Bertha Halter stated lawn care tire tracks should be referred to the Landscaping Committee for paver damage. Then resident can go to the Board of Directors but ultimately driveway maintenance is the homeowner's responsibility.

Lancaster website: <http://lancasterkr.com/>

Board of Directors

Dr. Virginia Scigliano, President – Mr. Choice Edwards, Vice President; Mr. William Hughes, Treasurer  
Ms. Dolores Thomas, Secretary – Ms. Margaret Goedeker, Director at Large

- **Vote was 3 -2: (need to redo or clarify this vote I do not recall a vote)** that clean driveways will be enforced including those which have the shadowing.
- Additional concern expressed by many regarding the overgrown backyard and trash cans at 2101 Grafton which have not been noted in a violation letter.
- Chris Weiss state that if something is a violation, then it must be removed before the ACC can consider to possibly approve it.
- The letters gave residents 21 days although Blue Water has been provided the Lancaster policy a couple of times which states that notice is for 30 days.

**Update:** Preliminary 2021 budget discussion; recalculating reserves; adding new line item for irrigation(if added as reserve needs majority of residents vote); add monthly irrigation inspection and repairs to budget; domain and webhosting changes and costs. CPA for 2020 IRS filing; insurance renewal (liability, crime and D&O due Oct 2020).

### **Master Board Committee & Liaison Reports**

- Master Board Director Report: (Dolores Thomas): Report was eblasted as usual to all documented residents
- Master Board ACC Lancaster Rep: (Chris Weiss)
- Neighborhood Networking Committee Report: (Helen Bohannon): Has been suspended currently.

### **Lancaster Committee & Liaison Reports**

- Architectural - NARC/ACC Requests & Approvals :( Lou. Halter; Tim Cronin; John Lawson; B. Pamplin (Alternate) (Board Rep?)

**Discussion/Action:** Mr. Carl Legget at his own expense would like to landscape the west end island on Dobson. Project needs more research and Helen Bohannon is agreeable to help Mr. Leggett. Choice Edwards and Tim Cronin both worry there may be some legal issues.

Lancaster website: <http://lancasterkr.com/>

Board of Directors

Dr. Virginia Scigliano, President – Mr. Choice Edwards, Vice President; Mr. William Hughes, Treasurer  
Ms. Dolores Thomas, Secretary –Ms. Margaret Goedeker, Director at Large

- Opticaltel Coalition Report: (John Muro): none reported
- Lancaster Website ;(GeekItDown, Tom Lundy): numerous requested website enhancements and streamlining of the Emergency Preparedness documents and forms. Added more photos. Board agreed to add the Memorial Day Grilling and Drive Thru pictures. Kudos to Lou Halter who add numerous great photos of our golfers.

### **Discussion/Action:**

**Confirm:** Move away from EZ webhosting 30 days prior to 12/2020 GODaddy estimated cost \$17.99 with transfer fee discounted which is \$7.99.

**Confirmed change of hosting to GeekItDown:** The cost is \$132 flat (no tax to be included). So \$33 off and the 1st year total would be \$99. SSL included. Direct support requests and such to me. **Just need to clarify that that also includes the Web Domain name.**

**Confirmed recommendation:** Create a free reputable cloud account for documents sharing and/or storage.

**Motion by? \_\_\_\_\_ this passed unanimously.**

- Land Maintenance Monitoring & Landscaping: (Helen Bohannon; Dolores Thomas): Abusive language and physical abuse towards the Lawn care personnel and the committee will not be tolerated. Such abuse should be reported to the CAM who will follow-up with the Kings Ridge Covenant Enforcement Committee and Covenant Enforcement Review Board for action against the offending party.

Lancaster website: <http://lancasterkr.com/>

Board of Directors

Dr. Virginia Scigliano, President – Mr. Choice Edwards, Vice President; Mr. William Hughes, Treasurer  
Ms. Dolores Thomas, Secretary –Ms. Margaret Goedeker, Director at Large

- Welcome: (Susan and Bob Pamplin): Welcome packet to include new data forms for Emergency Preparedness and for insurance affidavit.
- Sunshine: (Janet Nestel; Lauren Kurilchik)
- Entertainment/Activities: (Helen Bohannon; Linda Cronin; Chris and Kay Weiss; Susan and Bob Pamplin): Hopefully the next party will be in October, dependent upon Clubhouse availability.

**Report:** Memorial Day Drive Thru/Pick Up cook out party. Excellent turnout and thank you to the Pamplins, Lawsons, Weisses, and Helen Bohannon.

- Neighborhood Emergency Preparedness:

**Update:** Marsha Gordon purchased and made labels for 8 new Disaster bags; Mary Rowe provided at her expense laminated help/ok signs; and Dolores Thomas donated 5 note books for the recopied Emergency/Disaster Plans. New bags with contents distributed to Block Captains and Coordinators and Secretary to the Board. Still need back up Block Captains for Helen Bohannon and Charles Marler. Master copy of Resident Data Forms with Coordinator and assigned residents with individual Block Captains. Also had Tom to rework the Emergency/Disaster Plan link and information on the Lancaster website to update Resident Data Form and current Special Needs Form for the County and separate plan from resources. More work to be completed. **Tim Hyden**, retired fireman, is the Emergency Radio Communications Captain in charge of radio communications.

**Update:** Status of Resident Data Forms: still missing a couple of resident data forms. We need emergency contact information not only for hurricanes.

- Ladies Luncheon: (Linda. Cronin)
- Decorations: (Linda and John Lawson)

Lancaster website: <http://lancasterkr.com/>  
Board of Directors

Dr. Virginia Scigliano, President – Mr. Choice Edwards, Vice President; Mr. William Hughes, Treasurer  
Ms. Dolores Thomas, Secretary –Ms. Margaret Goedeker, Director at Large

**Special Recognition:** To the Lawsons for the wonderful Memorial Day decorations at the entrance and throughout the neighborhood mailboxes and islands on Dobson.

- Mulch: (John Lawson; John Muro; Don Hulin)

**Special Recognition:** Thank you to our mulch committee and extra volunteers and special recognition for their efforts in spreading the mulch which was awesome as well as a huge cost savings. Starting with Chris Weiss and John Lawson, they were joined by Lauren Kurilchik, John Muro, Lou Halter, Ken Wiegand and Bill Hughes. The Committee acknowledged and thanked the many residents that also pitched in and did some too.

- Roads: (Robert Hughes)
- Painting: TBA

## 9. Old Business.

**Action:** Pending Motion by Ms. Thomas to accept the American Irrigation proposal for \$300 a month inspections with approval to do repairs up to \$200 a month without Board approval. (Detailed and itemized report of repairs monthly). **The Board voted 4 negative votes, 1 in support. Motion not passed**

## 10. New Business

**Discussion/Action:** Blue Water's filed corporate report May 2020 (needs new officers and officers' addresses update. Donnie researching refile costs) no report on this.

**MRTA Review Stated:** Also: 720.303(2)(e) At the first board meeting, excluding the organizational meeting, which follows the annual meeting of the members, the board shall consider the desirability of filing notices to preserve the covenants or restrictions affecting the community or association from extinguishment under the Marketable Record Title Act, chapter 712, and to authorize

Lancaster website: <http://lancasterkr.com/>

Board of Directors

Dr. Virginia Scigliano, President – Mr. Choice Edwards, Vice President; Mr. William Hughes, Treasurer  
Ms. Dolores Thomas, Secretary – Ms. Margaret Goedeker, Director at Large

and direct the appropriate officer to file notice in accordance with s. 720.3032. MRTA required action for renewal in 2029 therefore needs to be filed 2025 as the deadline is based on the first ground broken for the first home in Lancaster not the subdivision approval. Requires property search on each home unless filed early

**Discussion/Action:** Lawn and Order probationary contract up for renewal Dec 19, 2020 with 6% increase. Contract has 60 days written termination notice. (Irrigation inspections and repairs and pesticide application contracts are most likely to be separate as not included.

**Action:** Approve nuc pro tunc March 19, 2020 signing and forwarding for mailing 1120-H Income Tax Return for Lancaster HOA. **Motion** by Dolores Thomas, second Choice Edwards. Unanimously passed.

**Action:** Approve filing of 55+ Report with the Florida Commission on Human Relations certifying Lancaster to be in compliance with HUD rules pursuant to 24 C.F.R. part 100, subpart E – We are well over the 80% requirement. **Motion** by Virginia Scigliano to approve filing, second by Dolores Thomas. Unanimously passed.

## 11. Open Forum

- Steve Unger asked what happened to the \$40,000 CD which Sentry took out in 2019 because the financials indicated that it was to mature on April 22, 2020. Did it roll over? Where is the certificate for the old CD? Where is the certificate for the potential new CD?
- Currently, there are 10 insurance affidavits which have not been returned to the Secretary as required in our documents.
- Donnie Martinez suggested that a homeowner can ask Lancaster to be added as an additional insurer at no cost to us. Virginia Scigliano will discuss this option with Donnie Martinez.
- Dolores Thomas will see if the CEC/CERB will enforce this. She will also give list of outstanding ones to Blue Water to pursue.
- John Lawson suggested that lawn care may have to go in at least 3 directions - mowing, irrigation, and weed/feed.

Lancaster website: <http://lancasterkr.com/>

Board of Directors

Dr. Virginia Scigliano, President – Mr. Choice Edwards, Vice President; Mr. William Hughes, Treasurer  
Ms. Dolores Thomas, Secretary – Ms. Margaret Goedeker, Director at Large

**12. Establish Date for Next Meeting:** August 10, 2020

**13. Adjournment: Motion** to adjourn by Choice Edwards, second by Bill Hughes. Unanimously passed.

Respectfully submitted: Ms. Dolores Thomas, Secretary

CAM: Ms. Lynn Johnson

Lancaster website: <http://lancasterkr.com/>

Board of Directors

Dr. Virginia Scigliano, President – Mr. Choice Edwards, Vice President; Mr. William Hughes, Treasurer  
Ms. Dolores Thomas, Secretary –Ms. Margaret Goedeker, Director at Large