

**Townhomes of Doral Oaks
Homeowners' Association, Inc.
Board of Directors Meeting
September 13, 2012
Minutes**

Call to Order: A meeting of the Board of Directors of Townhomes of Doral Oaks was held on September 13, 2012 at Doral Park Golf and Country Club located at 5001 NW 104th Avenue, Doral, Florida. The meeting was called to order at 7:05 p.m. by Bruce Hartman.

Board Members Present: Bruce Hartman, President; Maria Cabra, Secretary; Sara Franco, Treasurer and Alvaro Ferrando, Director. A quorum was declared.

Board Members Absent: Jurgen Oliver, Vice President

Also Present: Adela M. Cala, Community Association Manager; Homeowners, Carlos Alarcon; Teresita Leyte-Vidal and Kenia Ford

1) **Minutes: MOTION:** A. Ferrando moved to approve the minutes of August 9, 2012 board of directors meeting as presented. Seconded by S. Franco. Motion carried by unanimous vote.

2) **Management Report:**

- **Invoices for Flat Roof Project:** Late payment notices continue being sent.
- **Homeowner Correspondence:** most correspondence received has been responded to.
- **Driveways:** See attached proposals for board approval.
- **Seal-coating Roadways:** Will be done when the rainy season is over.
- **Account No.: 00202:** B. Hartman agreed to take a look at the screen enclosure and report back to the Board. A response is pending to the Homeowner.
- **Account No.: 01703:** Homeowner provided written consent from neighbors approving the air conditioning connection on the exterior of the unit.
- **Account No.: 01201:** Response email has been sent to B. Hartman twice for review and okay to send. By the time the meeting was held B. Hartman had responded and response was sent to Homeowner.
- **Account No.: 00502:** Homeowner responded to violation advising that upon her return from going of town for a month, she would correct it by November 30, 2012.
- **Account No.: 00801:** Steven A. Fein, Esq. has sent them a demand letter regarding violations.
- **Account No.: 00705:** Homeowner is requesting 30 day extension to correct violation.
- **Account Nos.: 1803, 702, 1503 and 904:** Still waiting for B. Hartman and S. Franco to advise on forwarding accounts to Mr. Perez-Siam, Esq. for collections.
- **Account No.: 2302:** Homeowner paid the additional \$100 per month agreed upon personally to S. Franco.
- **Account No.: 00602:** Check in the amount of \$1500 has been paid by the tenant bringing the account current.
- **Account No.: 01801:** S. Franco sent two emails to the Board regarding how to proceed with the Association Foreclosure. Still waiting on a response. Board to advise.
- **Nomination Letters:** Will be mailed to the Homeowners by no later than next week.
- **Nominating Committee 2013:** S. Franco to announce.
- **Roof Repairs:** In progress

- 3) **Account No.: 00705:** The 30 day extension requested by the Homeowner to correct violation was granted by the Board.
- 4) **Delinquent Accounts:** MOTION: S. Franco moved to have any Homeowner over 90 days delinquent (total of 3 months worth of maintenance fees) be forwarded to Mr. Perez-Siam for collections. Seconded by M. Cabra. Motion carried by unanimous vote.
- 5) **Account No.: 02001:** Homeowner attended meeting to advise that he will be taking care of the wood after the rainy season is over.
- 6) **Account No.: 02101:** Homeowner attended meeting to advise that she is contacting carpenters to take care of the wood. She reported that the sprinkler on the side of home is hitting the shutters when water comes on in the middle of the night disturbing her sleep. The irrigation company will be contacted to adjust.
- 7) **Account No.: 01802:** MOTION: B. Hartman moved to provide time through November 30, 2012 to short sell; otherwise, continue with Association Foreclosure. Seconded by A. Ferrando. Motion carried by unanimous vote.
- 8) **Driveways:** MOTION: A. Ferrando moved to approve proposal from All Professional to repair cracks and pressure clean driveways. Seconded by M. Cabra. Motion carried by unanimous vote.

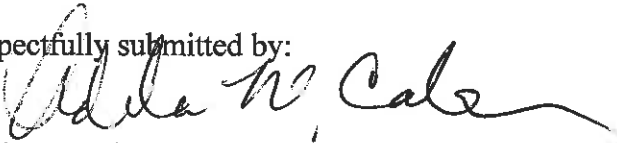
9) **Financial Report:** Prepared by S. Franco

Total Origin of Funds	\$ 11,063.20
Difference between origin and application	\$ 11,063.20
Increase in Cash	\$ 11,063.20

10) **Nominating Committee 2013:** S. Franco announced that she will be heading the committee and Kenia Ford and Jazmin Watkin have been appointed.

11) **Adjournment:** MOTION: S. Franco moved to adjourn at 8:20 p.m. Seconded by A. Ferrando. Motion carried by unanimous vote.

Respectfully submitted by:



Adela M. Cala, Acting Recording Secretary