

**Townhomes of Doral Oaks
Homeowners' Association, Inc.
Board of Directors Meeting
March 12, 2012
Revised Minutes**

Call to Order: A meeting of the Board of Directors of Townhomes of Doral Oaks was held on March 12, 2012 at Doral Park Golf and Country Club located at 5001 NW 104th Avenue, Doral, Florida. The meeting was called to order at 7:11 p.m. by Bruce Hartman.

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

Board Members Absent: None

Also Present: Adela M. Cala, Community Association Manager and Frank Perez-Siam, Esq., Homeowners, Pat Enochs and Frederick Thornburg

- 1) **Minutes: MOTION:** **B. Hartman moved to approve the minutes of February 9, 2012 board of directors meeting. Seconded by M. Cabra. Motion carried by unanimous vote.**

- 2) **Management Report:**
 - **Homeowner Correspondence:** Most correspondence received has been responded to.
 - **Web-site:** J. Oliver to report.
 - **Account No. 2302:** Homeowner was contacted by Management back in January, 2012, and she agreed to pay a total of \$315 per month (\$215 regular maintenance and \$100 toward balance due). However, since the last meeting in February, 2012, the Homeowner was contacted again by Management and she advised that she would be speaking to the Board because she cannot afford to pay an additional \$100 per month. Board to agree on how to proceed.
 - **Account No. 0602:** Tenant paid rent in the amount of \$750 for March, 2012.
 - **Awnings:** S. Franco and B. Hartman met with E & J Tropical Awnings Outlet, Inc. to pick color and agree on the type of plastic material to be used. Proposal to be signed.
 - **Railroad Ties:** See attached proposals. One is for the replacement of the wood and the other to build a concrete enclosure.
 - **Street Pole Light Fixture:** Has been installed.

- 3) **Frank Perez-Siam, Esq.:** Mr. Perez-Siam attended the meeting to offer his services to the Board for collection of Homeowners' past due maintenance assessments. He explained that there is no expense to the Association for

collections. He collects directly from the homeowner and the bank is charged for Mr. Perez-Siam fees.

- 4) **Delinquencies:** Were reviewed by B. Hartman and discussed. He requested that Excel spreadsheet prepared by Management be done in alphabetical order to match the report from legal. Mr. Hartman also requested copies of final notices to home owners.
- 5) **Homeowner Frederick Thornburg:** Attended the meeting to thank the Board for their hard work as volunteers.
- 6) **Black Soot:** B. Hartman met with Steve's Tree and Lawn to check out a triple queen palm on the Lane with reported spots. Steve's Tree and Lawn treated them with ground treatment and reported that it will take up to 3 months until black soot goes away

- 7) **Financial Report:** Prepared by S. Franco

Total Origin of Funds	\$5,082.18
Application of Funds	\$3,689.73
Difference Between Origin and Application	\$1,392.45
Increase of Cash	\$1392.45

- 8) **The Village of Doral Oaks:** P. Enochs representative of The Village of Doral Oaks reported that a perimeter gate has been installed by them on 102nd Avenue and the one on 52nd Avenue is being removed. This last one was installed in error. The Village of Doral Oaks will cover the cost.
- 9) **Doral Park Golf and Country Club:** P. Enochs representative of the Country Club reported that there is a new Executive Committee. The next meeting will be held on Tuesday, March 20, 2012 at 7:00 p.m.
- 10) **Web-site:** J. Oliver reported that on 3/5/12 he sent an email to the entire Board with web content for review. B. Hartman agreed to meet with J. Oliver to review in more detail. J. Oliver made a quick presentation of the new web-page.

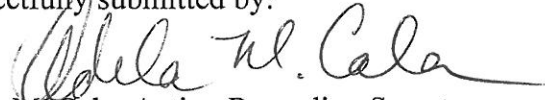
Facebook Group in progress. Neighbors have to give their permission to add their email addresses to the group.

- 11) **Awnings: MOTION: B. Hartman moved to approve latest proposal from E & J Tropical Awnings totaling \$3650 which includes an additional \$226 to repair existing support structure and paint. Seconded M. Cabra. Motion carried by unanimous vote.**
- 12) **Landscaping Service:** Tony's Lawn will be asked to spread out services between 20 days in the winter and 10-12 days in the summer continuing with 2 cuts per

month totaling 24 cuts per year.

- 13) **Replacement of Railroad Ties**: B. Hartman and A. Ferrando would like to meet with Carlos of Masters Painting and Carpentry to go over proposal to replace with 6X6X10 pressure treated wood. (Quoted, labor and materials included: \$4,600)
- 14) **Adjournment: MOTION**: M. Cabra moved to adjourn at 9:11 p.m.
Seconded by A. Ferrando. Motion carried by unanimous vote.

Respectfully submitted by:

A handwritten signature in cursive script that reads "Adela M. Cala". The signature is written in black ink and is positioned above the typed name.

Adela M. Cala, Acting Recording Secretary