

**The Grove at Harbor Hills Board Meeting Minutes**  
**December 7, 2023**

Proof of notice was posted 48 hours in advance of the meeting at the entrance and exit to the West Gate as noted by the secretary.

Board members in attendance: Dennis Holden, Dana Delzio, Marjie Tousignant, Ray Durbin, Ray Yarnell, Mike Meyer and Robert Chimento. Michelle Pogue of Sentry Management was present via tele conference.

Meeting called to order at 4:00 P.M.

**Motion #1:** Approval of November 9th meeting minutes. Ray Yarnell made a motion we approve, Dana Delzio seconded, all in favor. Motion passed.

**Committee Report:** Mike Meyer reporting for the Architectural Review Committee referred to one recent application that was submitted for work already done as per request. Five applications had been received this quarter and all were approved.

**Manager's Report:** Michelle Pogue of Sentry Management reviewed the operative expenses and monies in reserves. Collections for accounts in arrears have shown that Harbor Hills has paid the balance of the outstanding monies owed The Grove.

Michelle provided the board with the list of updated violation letters sent for December. Her next drive through the community will be to observe the progress of homeowners who received letters that have brought their property into compliance, or still have need to do so. Whereas Michelle drives through the community during the day, the question was raised regarding lamp posts that are not lighted during the night due to an electrical issue or a bulb that needs replacing. Dennis Holden said that when he observes by a drive through after dark a post is not lit, he attaches a note on the lamp post to alert the homeowner.

**Unfinished Business:**

Michelle also reported and provided the board with the police report for the damage by a vehicle to the right side of the exit gate. The repair work and the expense for the gate repair are being handled by Harbor Hills whereas it was a Harbor Hills resident who damaged the gate.

Concerning our contract with Affordable Landscaping who takes care of the mowing, upkeep of the hardscapes and the trimming of the viburnums, it has been noted they were falling behind in keeping the viburnums along Grove Heights at a level not to exceed 8 feet and below the globes on the street lighting. They have returned to complete the work started, however, there are still the viburnums further up on Grove Heights heading south that need to be finished. It was mentioned that breaking down the landscape maintenance into the task of mowing, hardscape maintenance and trimming be contracted out separately may be something to look into for the future.

**New Business:**

A question arose concerning the guidelines for the use of the message board that is adjacent to the mailboxes. There is posted inside the message board those guidelines that encourage homeowners to request the use of the message board to display business cards.

Dennis Holden presented the invoice for renewal for the annual retainer of Becker and Poliakoff Law Offices as legal counsel for The Grove Homeowners Association. The annual retainer fee is \$250.00 and the form will be signed by Dennis Holden and notarized by Michelle Pogue. The board agrees to continue to use their law firm.

The coupon books for the 2024 quarterly homeowner association fees is projected to be mailed to residents by the middle of this month.

Dennis Holden and Mike Meyer noted that they completed some electrical work needed to be done at the West Gate rather than contract it out to an electrician saving expenses.

The next meeting has been scheduled for January 4<sup>th</sup>. This will be an organizational meeting for the annual meeting to be held on January 27<sup>th</sup> at the Lady Lake Methodist Church hall.

**Motion #2:** With no further business to discuss, Ray Durbin made a motion we adjourn, Robert Chimento seconded. All in favor, motion passed. Meeting adjourned at 4:45 PM.