

## **The Grove at Harbor Hills Board Meeting Minutes**

### **June 18, 2024**

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

Board members in attendance: Dana Delzio, Robert Chimento, Dennis Holden, JoAnn Portell, Marjorie Tousignant and Ray Yarnell. Jason Sackmann of Sentry Management was also in attendance

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

**Motion #1:** Approval of May 16<sup>th</sup> meeting minutes. Dennis Holden made a motion we approve, Ray Yarnell seconded. All in favor, motion passed.

No homeowners were present at the onset of the meeting.

**Motion #2:** Approval of \$575.00 for the removal of the cypress trees, one of which was diseased, from The Grove hardscapes set the irrigation system to functioning properly and planting shrubs to replace the trees. Ray Yarnell made a motion we accept the cost of improving the hardscapes, Robert Chimento seconded. All in favor, motion passed.

**Architectural Review Committee:** The chairperson of the committee was not available to report on ARC activity for the month, however, Dana Delzio presented to the board of directors the issue of homeowners removing trees and making changes to the exterior of their property without proper ARC approval. Either they neglected to submit a form and had the work done, or did the work prior to receiving approval or submitting further details when requested by the ARC. This then prompted discussion during the Management Report regarding violation letters sent to homeowners whose properties were noted as not being in compliance with the rules and regulations for maintaining the exterior of the home. Sentry Management does a once-a-month drive through the community and then it is reviewed at the board meetings prior to any notices being sent. It was requested that Sentry send out along with the letters, when applicable, a copy of the ARC form as a reminder that property owners need to submit any changes for approval. Also to send a reminder that no contract work is to be allowed on Sundays.

**Management Report:** Jason Sackmann reviewed the financial report with current figures of operating expenses, reserves, petty cash and certificates of deposit savings. General insurance policy for The Grove is due August 3<sup>rd</sup>, however a question of needing to pay the policy for workman's compensation was questioned due to the fact that any workers we hire should already have their own policy. Jason will look into the feasibility of this policy. The board was also informed that as of July 1, 2024, we can no longer use our debit/credit card to make purchases for the HOA and the board member will need to pay for supplies purchased and then send the invoice to Sentry for individual reimbursement. Also presented to the board were the three form letters sent to homeowners who are out of compliance with the rules and regulations for exterior home and landscape maintenance. The board will review at Jason's request, any changes we may want to make in the verbiage of the letters from first notification, to second polite reminder, to third action taken to remedy the non-compliance or non- response by the homeowner.

**Unfinished Business:** In regards to the concrete lifting on our section of the golf cart path, there will be needed further research to find a resolution to repair the portion causing the "bump".

Robert Chimento presented a water usage and conservation letter to send to homeowners. Dana will include that in the quarterly Grove Newsletter.

Sentry Management continues to work with Harbor Hills in the cost share for the emergency gate repair.

The Grove HOA needs access to the call box in order to make any maintenance cable repairs that we can perform. Currently we do not have a key. Jason will contact Guardian to see how we may obtain a key to the call box at the West Gate.

**Finished Business:**

On May 21<sup>st</sup> repairs were made to the call box at the West Gate. A new panel was installed. Copies of the 1999 agreement between The Grove and Harbor Hills were reviewed, along with the court of appeals decision that The Grove was given control of the West Gate which excluded us from paying for a guard. The signed agreement between Harbor Hills and The Grove allows The Grove to implement emergency repairs when the gate is not functioning.

On May 22<sup>nd</sup> the new system for emergency vehicles was installed and functioning.

The new stop signs have been placed to replace the faded ones. The cypress trees have been removed from The Grove hardscapes. Still to be done are new plantings for the hardscapes.

Munn's was contacted and we were informed that the wall unit they installed is not repairable. Plans will be made to remove and dispose of the wall unit and repair the wall interior and exterior left by the removal.

**Miscellaneous:** Dana Delzio will be sending out the quarterly newsletter that will include Robert's water usage and conservation letter, appeal for a block party committee and other information pertinent to the community. Also there is a need for a board member to have passwords to the ARC and Grove Website for emergency use purposes.

JoAnn Portell expressed the need for flowers to be replaced in the planters by the golf cart path.

Next meeting scheduled for July 9<sup>th</sup> at 4:00 PM.

With no further business to discuss, Robert Chimento made a motion we adjourn, JoAnn Portell seconded. All in favor and meeting adjourned at 5:18 PM