

**MINUTES OF  
LANCASTER NEIGHBORHOOD  
BOARD OF DIRECTORS MEETING  
August 29, 2011  
AT CLUB TAMPA PALMS – MEDIA ROOM**

The meeting was called to order by the President, Paul Duga, at 6:05 p.m. Members present were Paul Duga, Steve Blair, Mark Carlson, Derek DeLaMater and Kristin Repp. Two homeowners were also in attendance. Also present was Association Manager, Cass Malloy.

The meeting was started with presentations by Cornerstone Solutions Group and Synergy Landscapes. They each presented their ideas for enhancements to the entry street along Palm Springs Boulevard. Cass will ask Cornerstone to do an elevation drawing to support their presentation. Because of a concern by the Board that it might not be a good situation to have one landscape company do an installation and then ask another to maintain those plants on a regular basis, it was decided to have Cornerstone do the work when the Board is ready.

Steve Blair made a **MOTION** to accept the minutes of the June 6, 2011 meeting. The motion was **SECONDED** by Paul Duga. The motion **PASSED** by unanimous vote.

Paul Duga gave the President's report including a brief history of the contractors with the gates and the problems that have been encountered. It was decided by the Board to leave the DVR in the present location so it can record. But, it is not necessary to have internet access to it at this time. This Board does not consider that feature to be of major importance at this time.

Paul also discussed the roles and responsibilities of the Board members. Many of these are spelled out in the By-Laws of the Association. The Board reiterated that Condominium Associates has 24-hour contact numbers that can be used in case of emergency.

Paul brought up the necessity for a multiple level of communication. A blast email list should be established. One of the residents has this list already.

Paul Duga made a **MOTION** to request that Jonathan provide the neighborhood email list to Cass for important communications. The motion was **SECONDED** by Derek DeLaMater. The motion **PASSED** by unanimous vote.

One of the residents asked if the Board would consider having the gate open during certain hours. It was discussed, and Cass was asked if she could get data on other neighborhoods that do this. The peak hours are 7-9 a.m. and 5-7 p.m. Once this research is done a letter will be drafted to the residents.

Derek gave the Treasurer's report.

The Manager's report is incorporated into these minutes as an attachment.

The electric company may be able to shield the street light so that the solar light could be more easily seen. Steve Blair asked if the solar lights could be strapped to the trees in some way. Cass will do some checking.

The pool at 5008 Landstar has been reported to Code Enforcement. Cass will continue to check the status and advise the Board.

Cass explained the need to move the Reserve Interest into the landscape category to cover the shortfall. Derek DeLaMater made a **MOTION** to move the money currently in Reserve Interest to Reserve Landscape. The motion was **SECONDED** by Kristin Repp. The motion **PASSED** by unanimous vote.

Steve asked a few questions regarding the proposed 2012 budget. After discussion the Board asked Cass to rework the proposed budget so there would be no increase in maintenance fees. The line items that were questioned were Annual Review/Tax Prep and Camera Maintenance/Repair.

An additional doggie station was discussed. It was decided to wait to see if it was really necessary.

The idea of changing everyone's gate code was discussed. The vendor code should stay the same. Cass will send an example letter to the Board for review.

Kristin will report on the community gathering at the next Board meeting.

A resident complained about the backyard lights at 17216 Broadoak. Cass was asked to research to make sure there had been approval granted by the ADMC.

The next Board meeting will be the Budget meeting held on Monday, October 10, 2011 at 6:00 p.m. at Club Tampa Palms.

There being no further business the meeting adjourned at 7:40 p.m.

Respectfully submitted,

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Cass Malloy, LCAM, CMCA AMS