

**HARTSFIELD VILLAGE III
HOMEOWNERS ASSOCIATION, INC.**

WWW.HARTSFIELDVILLAGE.ORG

HELD AT:
HOME OF ALAN AND DEANN PELTZ
TALLAHASSEE, FLORIDA 32303

BOARD OF DIRECTORS MEETING

Wed. *** MINUTES ***
~~Monday~~, October 28, 2015 (7:00 p.m.)

Jarrold D. Acoff
President
President@hartsfieldvillage.org
W. Alan Peltz
Vice President
VicePresident@hartsfieldvillage.org
Adam Selvidge
Treasurer
Treasurer@hartsfieldvillage.org
Deann L. Peltz
Secretary
Secretary@hartsfieldvillage.org
Sterling Arms
Member-at-Large
MemberAtLarge@hartsfieldvillage.org
Eric Niesen
Website Administrator
WebAdmin@hartsfieldvillage.org

I. CALL TO ORDER

The meeting was called to order by Vice President Alan Peltz at 7:00 p.m.

II. ROLL CALL

Those present at this meeting were as follows:

- A. Board of Directors ("Board")
1. President: Jarrod Acoff
 2. Vice President: Alan Peltz
 3. Treasurer: Adam Selvidge
 4. Secretary: Deann Peltz
 5. Member-at-Large: Sterling Arms
 6. Website Administrator: Eric Niesen

III. COLLECTION OF HOA DUES FROM RENTAL PROPERTY

- A. The Board members are a Team! The members of the Board should work together as a team, be supportive of one another and be responsive when information or a meeting is requested from another Board member. (Mr. Arms)
- B. The Board may need to meet with the attorney, Dunlap & Shipman, P.A. (Kristin A. Gardner, Attorney At Law), again to go over concerns regarding the collection of past HOA dues. (Mr. Arms)
- C. 2242 Foster Drive – Mr. Michael Kreshach - Paid \$131.25 of the \$1,920.53 owed; 10/27/2015 – In his letter to the Board Mr. Kreshach stated in his letter to the Board “that Hartsfield Village Homeowners Association was dissolved 8/25/1995 and Hartsfield Village III Homeowners Association HOA was reinstated 1/28/2015; this created a gray area as to my obligation to an inactive HOA. In addition failure to notify me for over two years further indicates the HOA was inactive. He purchased the property on the court house steps, he had a second mortgage and did not want to lose the money from the second mortgage. He stated that he did not have to pay back HOA dues because of this”. – Florida statute states that he is responsible for all back dues and the Board expects him to pay them. (Mr. Acoff)

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- D. Requests for partial HOA dues payments will be handled on an exception basis and must be approved by the Board. (Mr. Acoff)
- E. 2375 Hatten Smith - \$2,900.97: Mr. Toaks Oke has agreed to pay \$750.00 per month until balance is paid off, should be paid off in four (4) months. Board will review this agreement and approve or disapprove via email. After board meeting request was approved via Board member emails. (Mr. Peltz)
- F. 2198 Foster Drive - \$1,149.87: Nora Carrasco - House is currently being rehabbed. Board decided to continue collection process via updated certified letter to homeowner. Mr. Selvidge will provide wording to the Board. (Mr. Acoff)
- G. The Board continues getting questions about not receiving previous invoices. It is the homeowner's responsibility to pay the annual HOA dues even if they state that they never received an invoice. (Mr. Acoff)
- H. The Board has been getting complaints about the detailed invoices that we sent to the homeowner doesn't appear to be correct since the "Transaction Date" is the same for multiple transactions (even for transactions for different years)? They also say that it looks like we are not keeping very good records. ---- **need wording for this from Mr. Selvidge**
- I. What do we say (how do we handle) if homeowner says that they are going to sue the Board or a Board Member? Tell the homeowner to talk to their attorney. (Mr. Acoff)
- J. What is the next step if we don't get a check from the renter? This is one of those questions that the Board may need to ask our attorney. (Mr. Peltz)
- K. Once we get renter's check and it more than covers back HOA dues what do we do with the excess? The excess will be shown as a credit to the homeowner's account. The homeowner may request the excess be returned to him. (Mr. Acoff)
- L. Is the Treasurer the one who should be responding to inquiries from the homeowner and tenant? The Board should be copied on all responses to inquiries and if the response is via mail then a copy should be sent to the Board via PDF so there is an official record of the response. The HOA President or Vice President are the ones who should respond to these inquiries. Mr. Acoff, President, stated that he will be responding to inquiries and collection letters. (Mr. Acoff)
- M. Are we providing a return address on statements that we send out? We are doing that now but not sure about past statements. Mr. Peltz offered to give Mr. Selvidge, Treasurer, return HOA address labels to him but was declined. They are available if needed. (Mr. Peltz)
- N. Formal HOA Member Complaints/Requests: Ashley Nunn, 2426 Jolene Lane (request received via 9/19/15 email) – no receipt of 2015 HOA dues invoice. Statement was sent to Ashley Nunn on 10/10/15 per Mr. Selvidge (Mr. Peltz)

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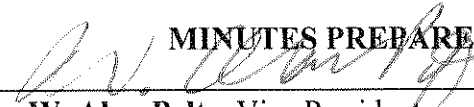
- O. Timely Depositing of Accounts Receivable. Per Mr. Selvidge - PO Box is checked every two weeks and checks are deposited one week later. (Mr. Selvidge)

- P. Timely Submission of agenda and treasurer's report, by Secretary and Treasurer, shall be emailed to all Board members by close of business on the Friday before each Board meeting for timely review by Board members. (Mr. Selvidge)

IV. ADJOURNMENT

The meeting was adjourned at 8:40 p.m.

MINUTES PREPARED BY:



W. Alan Peltz, Vice President

November 12, 2015

APPROVED BY:

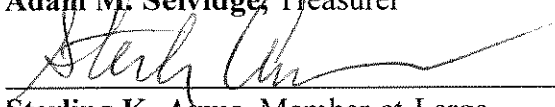
Jarrod D. Acoff, President



Deann Peltz, Secretary



Adam M. Selvidge, Treasurer



Sterling K. Arms, Member-at-Large