



HARTSFIELD VILLAGE III HOMEOWNERS ASSOCIATION, INC.

WWW.HARTSFIELDVILLAGE3.ORG

GRAY MEMORIAL UNITED METHODIST CHURCH
2201 OLD BAINBRIDGE ROAD
TALLAHASSEE, FLORIDA 32303

Jarrold D. Acoff
President
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W. Alan Peltz
Vice President
VicePresident@hartfieldvillage3.org
VACANT
Treasurer
Treasurer@hartfieldvillage3.org
Deann L. Peltz
Secretary
Secretary@hartfieldvillage3.org
Sterling K. Arms
Member-at-Large
MemberAtLarge@hartfieldvillage3.org
VACANT
Web Administrator
WebAdmin@hartfieldvillage3.org

BOARD OF DIRECTORS MEETING

*** MINUTES ***

Monday, January 18, 2016

I. CALL TO ORDER

The meeting was called to order by President Jarrod Acoff @ 7:08 p.m.

II. ROLL CALL

Those present at this meeting were the following members of the Board of Directors (“Board”):

President: Jarrod Acoff
Vice President: Alan Peltz
Treasurer: *VACANT*
Secretary: Deann Peltz
Member-at-Large: Sterling Arms
Web Administrator: *VACANT*

Others present were:

Sharmaine Gray, 2381 Foster Court
John Goelz, 2381 Foster Court
Adam Selvidge (Former Treasurer), 2278 Nannas Loop
Sgt. Paxton Rogers, Leon County Sheriff’s Office, 2825 Municipal Way, Tallahassee, FL;
850-694-3395

III. APPROVAL OF MINUTES

A. November 16, 2015 – **MOTION:** Mrs. Peltz made a motion that these minutes be approved; Mr. Arms seconded the motion; motion **PASSED 4:0** without discussion.

B. December 14, 2015 – **MOTION:** Mrs. Peltz made a motion that these minutes be approved; Mr. Acoff seconded the motion; motion **PASSED 4:0** without discussion.

IV. TREASURER’S REPORT: Due to the resignation of Treasurer Eric Niesen (see ¶VI.F. below), Mr. Peltz reported the following HOA financial status through 1/18/16:

A. Expenditures	\$539.35
B. Funds Deposited (since close of December 2015 statement)	\$-0-
C. Account Balance	\$15,664.67
D. Outstanding Dues	\$39,181.35
E. Estoppel Funds Collected (No./Requests: <u>-0-</u>)	\$-0-
F. 2014 Collections Activity	\$10,587.15
G. 2015 Collections Activity	\$28,061.69

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V. DISCIPLINARY PROCEEDINGS

- A. Code Enforcement Violations: None known
- B. Towing: 4 incidents

VI. OLD BUSINESS {7:24 p.m.}

- A. HOA Attorney: Mr. Peltz stated that he had consulted with HOA Attorney Kristin Gardner, Esquire, regarding potential legal issues dealing with the Association website.
- B. Collection of HOA Dues from Homeowners
 - 1. Collections Counteroffers from Homeowners – **MOTION**: Mr. Peltz made a motion that when a homeowner makes a counteroffer for payment of outstanding dues, the Board Member who is negotiating same be allowed to automatically accept the offer without having to first present same to the Board **only if** the offer is an amount totaling at least 100% of the outstanding dues in question, plus 50% of all interest due that was compounded annually; Mr. Acoff seconded the motion which **PASSED 4:0** without discussion.
 - 2. Eddie Knowles, 2362 Tamarind Court – based on the passed motion in ¶VI.B.1. above, his offer was approved.
 - 3. Melinda Singleton, 2241 Foster Drive – based on the passed motion in ¶VI.B.1. above, her offer was approved.
- C. Phase II Paving Project: Mr. Arms advised the Board that this project was completed during the week of January 18, 2016.
- D. Towing Services – Decide on Parameters: Mr. Acoff advised the Board that there are no additional parameters needed.
- E. HOA Bookkeeping Procedures, per HOA By-Laws and Covenants, Conditions, and Restrictions: ***Tabled until new HOA Treasurer is installed.***
- F. Auditing of HOA Books: Mr. Peltz advised the Board that due to personal issues, newly-installed Treasurer Eric Niesen resigned his position on Friday, 1/15/16, whereupon he hand delivered to Mr. Peltz all of the Treasurer-related items that he received from Former Treasurer Selvidge a month ago. Mr. Peltz specifically stated that Mr. Niesen advised him that ***ten (10) bank statements are missing***; therefore, replacement statements will be ordered/requested from the bank. Additionally, Mr. Niesen advised him that ***there were multiple 2015 vendor invoices which Mr. Selvidge retrieved from the HOA post office box but never opened.***

VII. NEW BUSINESS

- A. Increase in Annual HOA Dues by \$6.50 (about 5%) from \$131.25 to \$137.75: ***Tabled to next meeting.***
- B. HOA Annual Homeowners Meeting: Mr. Acoff announced that this meeting is scheduled for Monday, March 21, 2016, at 7:00 p.m., at Gray Memorial United Methodist Church; further, notice of same will be mailed to all Homeowners at least 30 days prior thereto (per HOA By-Laws).

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- C. Installation of Interim Treasurer – **MOTION:** Mrs. Peltz made a motion that Mr. Peltz be installed as the Interim Treasurer – since he’s already been handling most of the collections activity in an effort to assist Former Treasurer Selvidge, as well as handling some Treasurer-related activities following Mr. Niesen’s resignation – until a *bona fide* permanent replacement can be found; Mr. Arms seconded the motion. Discussion ensued concerning the fact that if Mr. Peltz became the Interim Treasurer, he would have to step down as Vice President; further, if he stepped down, then a new Vice President would have to be elected since that Board position cannot remain vacant. Mr. Acoff suggested that, in addition to her current responsibilities as Secretary, a simpler solution would be for Mrs. Peltz to *at least temporarily* take the Treasurer responsibilities since the HOA By-Laws state that only these two Board positions can be combined; whereupon Mrs. Peltz’ motion was withdrawn. **MOTION:** Mr. Acoff made a motion to nominate Mrs. Peltz as Secretary/Treasurer; Mr. Arms seconded the motion which **PASSED 4:0**.
- D. Traffic Support/Tallahassee Police Department: Mr. Arms stated that a letter should be sent to the Leon County Sheriff’s Office requesting traffic support in our Community; Sgt. Rogers advised that same should be addressed to Sheriff Mike Wood. Mrs. Peltz is to draft said letter and provide it to Mr. Acoff for execution and mailing.
- E. HOA Website (HartsfieldVillage.org) and E-mail Accounts (Ending in “HartsfieldVillage.org”) {8:19pm}: The HOA website – **“HartsfieldVillage.org”** – **was shut down by Former Treasurer Selvidge without Board approval on 12/14/15** following that Board meeting; then, several days later, the corresponding e-mail accounts (ending in “HartsfieldVillage.org”) were also shut down. *President Acoff, Vice President Peltz, Secretary Peltz, Member-At-Large Arms, and Sgt. Paxton Rogers (Leon County Sheriff’s Office) attended the 12/14/15 Board meeting and were witnesses to the fact that Mr. Selvidge was never asked to shut down the website.*
- F. New HOA Website and E-mail Accounts: Mr. Peltz advised the Board that he is looking into new a HOA domain name, as well as corresponding e-mail accounts, and will give a full report at the next Board meeting.
- G. Meeting Security: ***Due to the volatile nature that has been displayed by a certain Homeowner towards Board Members on previous occasions,*** a Leon County Sheriff’s Deputy was hired to provide three (3) hours of security services at this Board meeting – **the cost for same was paid for by Alan and Deann Peltz.**
- H. Informational Sign for HOA Activities: Mr. Acoff emailed the Board a photograph of a sign that he saw at the entrance to another community which contained information as to its various HOA activities. Mr. Arms offered to get prices for the lumber that will be needed to build such a sign, while Mrs. Peltz offered to get prices on the lockable, glass-front letter board which will be the informational centerpiece.
- I. 2015 Board Meetings Minutes – Uploading to Website {8:57pm}: Mrs. Peltz stated that the Board is awaiting creation of a new HOA website in order for the 2015 minutes to be uploaded to it.
- J. On-Boarding of New HOA Members: The Board was advised by Mr. Selvidge that it could check with the Tallahassee Realtors’ Association to learn when a property has been sold within the Community, so that a “New Member Welcome Packet” can be sent to the new owners.

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VIII. GENERAL DISCUSSION

- A. No Parking on Community Sidewalks: Mr. Peltz stated that parking on the Community's sidewalks is a City code violation; therefore, anyone found doing so can and may be towed at the owner's expense.
- B. Reserve Fund: Mr. Selvidge advised the Board that per the HOA By-Laws, the Board is required to keep a "reserve fund" to cover the amount of the HOA's monthly electric bill and maintenance fees. Mr. Peltz advised the Board that he did not believe this is, in fact, mandated in the By-Laws, although he feels certain that the Board would never allow HOA funds to get that low.
- C. Interim Board Approvals: Mr. Selvidge requested that any issues which are addressed and decided upon by the Board via e-mail be mentioned at the next meeting and, subsequently, be put into that meeting's minutes. Mr. Peltz advised the Board that he did not believe this is mandated in the By-Laws.
- D. Agenda Topic Discussion by HOA Members: Florida Statutes §720.303(2)(b) states, *"Members have the right to attend all meetings of the board. The right to attend such meetings includes the right to speak at such meetings with reference to all designated items. The association may adopt written reasonable rules expanding the right of members to speak and governing the frequency, duration, and other manner of member statements, which rules must be consistent with this paragraph and may include a sign-up sheet for members wishing to speak."* Accordingly, an "Agenda Topic Discussion Sign-Up" sheet was made available for this purpose, and the following issues were listed:
1. Corporation Paperwork: Adam Selvidge (2278 Nannas Loop; 850-559-2368; 850-583-0834) brought to the Board's attention the fact that the HOA's corporate documents need to be updated to reflect all current members of the Board. Mr. Peltz stated that he is already working on this issue.
 2. Paving Project: John Goelz (2381 Foster Court; 850-728-3693) voiced his concern over water now standing in front of his driveway when it rains following recent completion of the Phase II paving project on Foster Court. He requested that the Board look into resolving this issue.

IX. ADJOURNMENT: Meeting was adjourned at 9:12 p.m.

MINUTES PREPARED BY:

Deann L. Peltz, Secretary