

SPENCER'S LAKE OWNERS ASSOCIATION  
ANNUAL ELECTION MEETING MINUTES

For meeting held 12/8/2017 6:30 p.m.  
Held at Argyle Forest Elementary Cafeteria, Orange Park, FL 32073

The meeting was called to order by Rebecca Abud at 6:44 p.m.

Roll Call achieved by sign in sheet and showed 5 in person and 10 by proxy. A quorum was established and the meeting continued. A quorum of the board of directors was also present.

Review of the 2018 Annual Operating Budget followed. After discussion Myrna Guerrido motioned to approve the budget as presented. Rebecca Abud seconded the motion and it was approved unanimously.

A Document had been presented to the membership for review and approval. Votes of those present and proxies received by the meeting date revealed 10 votes for and 0 votes against. The Declaration of Covenants requires a majority vote of the membership to approve an amendment or 39 affirmative votes to approve. The meeting was scheduled to reconvene on 2/2/2018 at 6:30 p.m. Mr. Perry, of PCM, agreed to send a roster of the property indicating which owners had voted to date.

There was no Old Business to discuss this evening.

New Business began with review of maintenance needs at the front entry. Ms. Abud stated the two ligustrums were out of shape and trees needed trimming and had received an estimate of \$600 for six trees from Tree Tech. She added that there were weeds and the crepe myrtles needed trimming. Ms. Abud motioned to accept the proposal for \$600 from Tree Tech. Donnie Bowles seconded and the motion passed unanimously.

There was a discussion of violation letters and copies being sent to the board.

Discussion of annual fees invoicing followed with it agreed for a 1/1/2018 billing with a 1/31/2018 past due date. Ms. Abud added that anyone needing additional times could contact the office for arrangements but all fees should be paid by 90 days.

2018 Election of Directors would be held in May. It was requested of management that closing letters be sent to the board via email.

An Architectural Review form was submitted for a fence in the rear yard for Craig Moore of 3033 Waterview Circle. After discussion the ARC request was approved.

As there was no further business the meeting was adjourned at 7:32 p.m.