

# *Grand Haven Master Association, Inc.*

Post Office Box 354785 | Palm Coast, Florida 32135

[www.grandhavenmhoa.com](http://www.grandhavenmhoa.com)

Dr. Robert Jay Carlton, President  
Mr. Murray Salkovitz, Vice President  
Mr. David I. Alfin, Treasurer

Mr. Jim Gallo, Director  
Mr. Vic Natiello, Director  
Mr. Troy Railsback, Secretary, Ex-officio

## **Board of Directors Meeting Agenda**

**January 30, 2015**

2:00 p.m.

### **Call to Order**

The meeting was called to order by Dr. Robert Carlton at 2:00 p.m.

### **Roll Call - Establish a Quorum**

**Members Present:** Mr. David Alfin, Dr. Robert Carlton, Mr. Jim Gallo, Mr. Vic Natiello & Mr. Murray Salkovitz

**Others Present:** Mr. Troy Railsback - Southern States Management Group

A quorum was established.

Members' sign-in sheet located in Association Meeting File

### **Pledge of Allegiance**

### **Approval of Minutes**

**On Motion by Mr. Salkovitz, seconded by Mr. Natiello, with all in favor, the Board Approved Meeting Minutes of the Board of Directors of the December 19, 2104, January 15, 2015 - Annual Members Meeting & January 15, 2015 - Organizational Meeting, with an adjustment to the January 15, 2015 - Organizational Meeting to accurately reflect Members Present.**

### **Committee Reports**

#### **Community Manager - Mr. Railsback (SSMG)**

Mr. Railsback provided insurance renewal information.

**On Motion by Mr. Natiello, seconded by Dr. Carlton, with all in favor, the Board Approved binding the insurance coverage as presented.**

Mr. Railsback reported that the GHMA received title to the 60 Riverbend Drive unimproved lot as a result of the lien to foreclosure action taken by the GHMA regarding unpaid assessments. There was discussion regarding unpaid taxes and next steps for the GHMA.

**On Motion by Mr. Salkovitz, seconded by Mr. Alfin, with all in favor, the Board Approved sending a letter to the Preferred Builders and the Declarant regarding the availability to purchase the GHMA owned unimproved lot, 60 Riverbend Drive, with a time certain date for submitting an offer.**



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**Finance report - Mr. Alfin**

Mr. Alfin thanked Mr. Kagan for his time and effort in bringing him up to speed quickly on treasury activities and processes. Mr. Alfin indicated he would have a more thorough review and report for next month's Board meeting.

**Problematic Properties - Dr. Carlton & Mr. Salkovitz**

Dr. Carlton reported on the summary of collection. Dr. Carlton also reported that the mediation occurred. A resolution and payment plan was mediated, and ownership change to that property has already occurred.

**Architectural Design Committee (ADC) Liaison - Mr. Natiello**

Mr. Natiello reported that the Declarant is advocating for the revisions and updates to the ADC Standards to be facilitated as quickly as possible. Mr. Natiello reported that every ADC member should go through ADC Inspector training process if they have not already.

**Private Lawn Maintenance (PLM) Liaison - Mr. Gallo**

Mr. Gallo stated he intends to be an active participant in the PLM activities. He stated that he and Mr. Railsback would be meeting with all the vendors for this month's onsite inspection for each of the PLM Villages.

**CC & R Compliance Liaison - Mr. Salkovitz**

Mr. Salkovitz discussed the unauthorized open house signs. Mr. Railsback stated that the Real Estate Broker would be contacted to further discourage their agents for unauthorized open house signs.

**Communications/Oak Tree Liaison - Mr. Alfin**

Mr. Alfin stated that the next issue of The Oak Tree will be delivered to residents no later than February 15, 2015. The deadline for articles for the next Oak Tree is April 15, 2015. Mr. Alfin stated he is going to reach out to the volunteers of the Neighbor to Neighbor Program to see if they had any suggestions on presentation of the packets. Mr. Alfin stated he will be creating a list of properties that need to be visited by the Neighbor to Neighbor Program. There was a lengthy discussion about different methods of communications to residents.

**Fine Committee Liaison - Mr. Railsback (SSMG)**

Mr. Railsback stated that in your packet are the Decembers report and next month packet will have Januarys report.

**Community Development District (CDD) Liaison - Dr. Carlton**

Dr. Carlton discussed that at the CDD workshop/meeting a resident purposed a way to cut down on the traffic at the main gate in the morning. The CDD approved the resurfacing of the Creekside Amenities pools. Dr. Carlton discussed the public hearing about the fees for the Amenities facilities. Dr. Carlton discussed that at the public hearing Mr. Cullis's presentation was informative. The projected date of completion for The Assisted Living Facility (Discovery Village) is to be completed by the year 2017. The project for the Shops at Grand Haven on Colbert Lane is moving forward.

**Action Item Review List - Mr. Railsback (SSMG)**

Mr. Railsback reported that in your packet was the Action Item to remove Neighborhood Watch link from [www.grandhavenmhoa.com](http://www.grandhavenmhoa.com) website, which occurred immediately following the December 2014 meeting.

#### **Unfinished Business**

**1. Satellite Dish Policy, MADC Standards, E-Blast - Discussion - Dr. Carlton**

Dr. Carlton stated that the satellite dish policy was approved by the previous board. Dr. Carlton requested input from the Board about the draft of the E-Blast on this policy.

**On Motion by Mr. Natiello, seconded by Mr. Alfin, with all in favor, the Board Approved the draft of the Satellite Dish Policy to be sent through as an E-Blast.**

**2. GHNW Listing in Community Directory - Mr. Natiello**

Mr. Natiello stated that in the Community Information Guide on page 27 it states there is a link to the Neighborhood Watch. Mr. Natiello requested to officially notify the CDD office the link has been removed.

**On Motion by Mr. Natiello, seconded by Mr. Alfin, with all in favor, the Board Approved to officially notify the CDD Office that the link has been removed from the [www.grandhavenmhoa.com](http://www.grandhavenmhoa.com) website.**

**3. Sidewalk Maintenance – Abandoned Properties - Dr. Carlton**

Dr. Carlton discussed the pressure washing of abandoned properties and the liabilities. There was a lengthy discussion on the sidewalk maintenance and the potential liabilities.

**4. Consolidation of Sidewalk Repair and Tree Trimming – Mr. Gallo**

Mr. Gallo wanted to have the Board reconsider the opportunity of consolidation on sidewalk repair and tree trimming. Dr. Carlton stated that contractors already do give a group discount. There was a lengthy discussion on this subject. Dr. Carlton stated to the audience member about how to go about changing the CC&R's. Mr. Gallo declined to make a motion.

#### **New Business**

**1. Publication of Specific Election Results – Mr. Gallo**

Mr. Gallo purposed the all the election information be published.

**There was a Motion by Mr. Gallo to approve the publishing of the results of the election. The motion died due to a lack of a second.**

**2. Election Timelines – 2016 Draft – Dr. Carlton**

Dr. Carlton reported that in your packet was draft of a modified timeline for future elections to be able to hold a candidate's night. This would be before the election and after the residents have received their packets.

**On Motion by Mr. Alfin, seconded by Mr. Salkovitz, with all in favor, the Board approved the adopting of the draft, only if there are more candidates than seats.**



3. **Review of Wording of Second Notice of Annual Meeting & Election – Mr. Natiello**  
Mr. Natiello discussed the clarification about the voting instructions. There is one ballot per household. The return envelope must have their name printed, signed and include the property address.
4. **Reappointment of ADC Members – Mr. Salkovitz**  
Mr. Salkovitz stated that in the CC&R's that every ADC Committee Member has a term of one year.

**Mr. Salkovitz motioned, seconded by Mr. Gallo, that the Board approve to re-elect the current ADC Committee Members for another term. On Motion by Mr. Salkovitz, seconded by Mr. Gallo, with all in favor, the Board approved to amend the original motion to re-elect the current ADC Committee Members for another term and to require any ADC Committee Member who has not gone out on an inspection to do so. The Amended motion passed with all in favor.**

**On Motion by Mr. Salkovitz, seconded by Mr. Alfin, with all in favor, the Board approved to send an E-Blast to the community for volunteers to fill the open ADC Committee position.**

5. **Formation & Timing of ADC Standards Review Panel – Mr. Natiello**  
Mr. Natiello discussed the forming of a committee of a least four people to review and/or revised the ADC Standards. Mr. Natiello would like to see a person from the Board, NC ADC, ADC and the Declarant. Expected timeline of completion of the ADC Standards revisions would be by May.

#### **Director's Requests**

Mr. Natiello requested that the Pledge of Allegiance be added to the Annual Meeting. Mr. Gallo requested that there be audience comments at the beginning of the Board meeting.

**On Motion by Mr. Alfin, seconded by Dr. Carlton, with all in favor, the Board approved to add audience comments after the Pledge of Allegiance. The guideline would be non agenda item, a three minute limit, no repetitive comments, a form must be signed. The Board is not required to respond.**

Dr. Carlton commented on the CDD and The Master Association having separate responsibilities and can't be mixed.

#### **Adjournment**

**On Motion by Mr. Alfin, seconded by Mr. Natiello with all in favor, the meeting was adjourned at 4:47 p.m.**

#### **Audience Comments**



Mr. Herndon spoke about the changing of the CC&R's, legal document request that are marked confidential, talked about 2 missing documents and the rewriting of the CC&R's. Dr. Carlton discussed with Mr. Herndon that the rewriting of the CC&R's are residents driven.



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