



Piney-Z Plantation Homeowners Association, Inc.  
P.O. Box 12236  
Tallahassee, FL 32317-2236

## MEETING MINUTES

**Meeting Date:** February 21, 2017

**Meeting Location:** Piney-Z Lodge, 950 Piney Z Plantation Rd, Tallahassee, FL 32311

### **Board Members Present:**

Kelly Wenum, President  
Frank Cicione, Vice President  
Richard Campbell, Secretary  
Nico Lauw, Treasurer  
Chris Duffee, Committee Liaison

### **Call to Order**

The meeting was called to order at 6:04 p.m. by President Kelly Wenum with a quorum of board members present.

### **TPD Presentation**

- TPD Officer Eric Hansen provided a community briefing.
  - Addressed issues reported by residents at Lafayette Heritage Trail Park and stressed importance of calling complaints into police.
  - Will try to make every meeting to give updates/reports.

### **Approval of Minutes**

- Minutes from November 15, 2016 HOA Board of Directors meeting were reviewed. A motion was made by Nico Lauw to accept the Minutes as written, seconded by Frank Cicione, and unanimously approved.
- Minutes from January 17, 2017 HOA Board of Directors meeting were reviewed. A motion was made by Nico Lauw to accept the Minutes as written, seconded by Frank Cicione, and unanimously approved.

### **Financial Report**

- Financial Report presented by Board Treasurer Nico Lauw for the period ending January 31, 2017.
  - Full monthly financial report (statement) made available for review and questions.
  - Reported that 44 Homeowner assessment accounts are still delinquent totaling approximately \$21,000.
  - Bookkeeper mailed invoices via "Certified Mail" referencing past due late fees to delinquent homeowners.
  - Motion was made by Richard Campbell and seconded by Frank Cicione to accept the Financial Report. The motion carried unanimously.

## Committees

- **Architectural Control Committee.**
  - Chair, Chris Shoemaker was not present but provided a copy of the the ACC Report of Activity dated February 21, 2017 to the board. Three (3) ACC requests were approved and no requests were disapproved or pending.
- **Standards Committee:** Chair, Ola Joyce.
  - Frank Cicione made a motion to confirm Ola Joyce as the new Standards Committee Chairperson. The motion was seconded by Chris Duffee and unanimously approved.
  - A written Agenda and Minutes of a Standards Committee meeting held on January 25, 2017 were presented.
  - Committee will meet quarterly (at a minimum) to ensure continuity.
  - Homeowner in audience advised committee of Roosters/chickens in backyard of residence annoying neighbors. Chris Duffee, Committee Liasion, will research.
- **Landscape Committee:** Chair, Chris Duffee
  - Placed additional "No Dumping" signage on HOA common area property.
  - Riding grounds with John Hurst to determine needs of community.
- **Hearings Committee:** Chair, Glenna Gordon
  - No Report as no Hearings Committee meetings have been required to date.
- **Social Committee:** Chair, (Board still in search of Social Committee chair)
  - Rebecca Arroyo volunteered to assist with Social Committee and possibly Chair.
- **Welcome Committee:** Chair, Tricia Yates.
  - No Report.
- **Crime Watch Committee:** Chair, Eric Arroyo
  - Motion made by Richard Campbell to approve a change in Crime Watch Committee chairperson from Chris Duffee to Eric Arroyo. Motion seconded by Frank Cicione and unanimously approved.
  - Eric Arroyo advised that the committee will begin to hold monthly meetings.
- **Newsletter Editor:** Linda Guyas (New Editor)

## Old Business Items

- **Property Management Company Proposals / Websites**
  - Kelly Wenum provided quotes from 4 (four) local property management companies and 4 (four) professional HOA website options.
  - Packets were provided from each Property Management company (Total Professional Association Management—TPAM, Kirby Management Group, Homeowners Association Management, Inc – HAM, Capital Community Management, LLC) with detailed service offerings.
  - Flyers were provided for each Website company along with pricing.
  - Kelly Wenum provided a sustainable monthly HOA budget of \$1000 or less for Property Management company expenses based on Piney-Z HOA assessments (yearly revenue).
  - Richard Kessler, a homeowner from the audience, advised against property management and requested the board be very diligent in researching and considering all options before deciding.
  - Frank Cicione requested that the companies appear in person for a short presentation and be available for a question and answer session following the presentation.
  - Frank Cicione made a motion that any action on this discussion be tabled pending company presentations and further board discussion. The motion was seconded by Chris Duffee and passed unanimously.



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  - Frank Cicione made a motion that any action on this discussion be tabled pending company presentations and further board discussion. The motion was seconded by Chris Duffee and passed unanimously.

- Board President Kelly Wenum called for a special board meeting to be held on March 8, 2017 for the sole purpose of Property Management Company presentations. All board members agreed with the meeting and meeting date.

➤ **Social Committee Events**

- Spring Yard Sale to be held on Saturday, April 8, 2017 from 7 a.m. to 12:00 p.m.
- Bingo Night will be held on Thursday, March 09, 2017 from 6:30 p.m. to 9:00 p.m. at the Lodge.

**New Business Items**

➤ **Bookkeeper Rates**

- Bookkeeper requested new monthly rate of \$650 up from the current rate of \$325. Rate increase is due to a 54% increase in work volume.
- Frank Cicione made a motion to approve payment of the bookkeeping rate at \$650 for the month of February 2017 with future months pending board approval. The motion was seconded by Nico Lauw and approved unanimously.

➤ **John Hurst Tree/Plant Proposal**

- A proposal from John Hurst was presented to board in the amount of \$1906.00 for six 15 gallon Carolina Sapphire trees, thirty-six, 3 gallon misc. plants and labor.
- Work to be done from Landings Loop to Landing Loop on Heritage Park Blvd.
- A motion was made by Chris Duffee to approve the proposal. The motion was seconded by Frank Cicione and unanimously approved.

**Open Forum**

- No Items

**Meeting Adjourned**

There being no further business, Richard Campbell made a motion to adjourn. The motion was seconded by Frank Cicione and was approved unanimously at 7:40 p.m.