

VINEYARDS COUMMUNITY ASSOCIATION, INC.

Board Meeting

December 12th, 2018

Call to Order: Tom Ruane called the meeting to order at 10:51 AM, December 12th, 2018, at the Avellino Isles Clubhouse 595 Avellino Isles Circle Vineyards Blvd. Naples, FL 34119.

Quorum: A quorum was met. Present were Board of Directors (BOD): Tom Ruane (TR), John Bauman (JB), Tom Sackett (TS) and Stephen Sorett (SS) in person and Alan Norris attending by phone. Also, present were Stephen Cusson (SC) and Dena Waltchack (DW) of PMP Management.

Approval of Minutes: JB made a motion to approve the Board meeting minutes from 10/10/2018, as written, SS seconded the motion; the motion was unanimously approved.

Old Business:

Status of Document changes: TR informed the Board the document restatement is moving, we are close to a draft being sent to TR who will review. Once the review is completed TR with the help (please let me know if you have interest in assisting) of a few volunteers, will review the draft in sections to look for changes that may be needed. Once that is completed the NR's will be able to review and make comments before a final draft is made.

New Business:

Treasurers Report: AN informed the Board that not much has changed since the last report, there is little in way of surplus, but the Association is staying current with vendors and will begin to make further repairs in 2019 as funds begin to rebuild.

A. Manager's Report: SC thanked the NR's for assisting with providing content and suggestions for the new VCAmasters.com website. (the password is "**community**") Informed the audience that changes can be made easily if a sub association decided to add photos, change photos etc., links are available for individual sub-association web-sites. The real estate section planned for late 1st quarter will include the typical information a listing agent needs to place a home on the market such as the previous year's financial statement, rules and regs, Q & A, purchase/lease applications etc. This information will need to be provided by each Sub-association's management service. We also hope to have a full set of documents for each community on the web-site. Changes needed to keep the sub-associations information current will be the responsibility of the sub-association to supply the VCA. (typically, this information will need to be updated once each year). PMP is researching options for Access Control software and best practices. Access control has made several recommendations for changes they would like to implement which the Board is evaluating.

B. Inspection of Lake Connection Pipes: SC gave a brief review of work completed to date to locate and inspect the lake connection pipes and reviewed the work scheduled for 2019 to complete the inspections in the southern basin and begin the norther basin. PMP is to contact the engineering service to obtain the status of the Vineyards 98 permits being viewable on their web-site. A brief discussion cornering the ownership of street drain maintenance/cleaning and if this should or needs to be clarified. The VCA is the permit holder for the storm water management within the Vineyards responsible for maintaining the system. It has delegated to each of the sub-associations the maintenance of its street drains. No change is expected as to who maintains (pays for) street drain maintenance in the sub-associations. Additional information concerning where we

can view the permits will be forthcoming after I have an opportunity to ask our engineering service about access to the website or if they want us to host the permits.

A. **Adjournment:** JB moved to adjourn the meeting at 11:35 AM. TR seconded the motion, the motion passed unanimously.

The next Board meeting is scheduled for 10:30 AM, January 8th, 2019 at the Avellino Clubhouse.

Respectfully submitted,

Stephen Cusson, CAM
Association Manager