

VINEYARDS COUMMUNITY ASSOCIATION, INC.
BOARD MEETING
July 20th, 2016

Call to Order: Tom Ruane called the meeting to order at 10:35 AM, July 20th, 2016, at the Vineyards Country Club (VCC), 400 Vineyards Blvd. Naples, FL 34119.

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

Approval of Minutes: (TR) moved to waive the reading of the minutes from the June 8th, 2016 Board meeting and Executive meeting Minutes and approve the minutes as written, (TS) requested a correction to the attendance for the executive meeting; (JB) seconded the motion; the motion was unanimously approved.

Old Business:

- A. **Status of RFP's for Landscaping and Property Management:** (SC) reported to the Board that revised landscape RFP was now complete and a list of potential landscape services would be sent to the Board for review prior to the RFP's being mailed out. The RFP for management services was being reviewed by the Board now and once comments and changes were made a list of potential companies will be put together for consideration.
- B. **Status of restating VCA documents:** (JB) The first draft is expected within the next 30 days.
- C. **Summit Broadband:** (AN) informed the Board of the status of the ONT replacements on the exteriors of the multiunit buildings, the work is expected to continue until the end of August. The committee is recommending a vote of the NR's to find out if the associations want to continue to include the telephone as part of the bulk package and is putting together notices now for a vote this fall. (TR) also informed the board the association has engaged an attorney, a specialist with this type of service contract who can assist the Board with contract issues that may need to be addressed.
- D. **Audit Report:** (AN) informed the Board the audit report for 2015 is now completed and has been reviewed by a third party, no items of concern were found. Going forward the final report will be distributed to the NR's by email and posted to the web-site once received. Once the adjustments are received the 2016 financials will be brought up to date and sent out to the NR's and Board. (AN) made a motion to approve the proposal for accounting services from Cindy D'Artagan CPA, LLC for a 2016 audit of the VCA at a cost of \$ 7,000.00, (TR) seconded the motion, the motion was unanimously approved.
- E. **Update of Plan to deal with Arbor Blvd. Hedge issues:** (SC) informed the Board the sub-associations had met and were in agreement as to how best to switch over the dying awabuki hedge using green arboricola. The two landscape services that care for these communities are aware of the guidelines and are ready to work to get these hedges in shape. Over the next few months most of the dead wood will be removed and over the next year most of the material not holding up will be replaced.

New Business:

- A. **Managers Report:** (SC) working with the lake service company on algae issues that are prevalent during the hotter months. Adding plants along Arbor Blvd to hide the black fence cover on the south side, and we are beginning the budget process for 2017 working with (AN).
- B. A couple of NR's had concerns which were discussed by PMP. Flag at north gate and approval for documents changes.
- C. **Next Meeting Date:** The Next Board meeting is scheduled for Wednesday September 14th, 2016 at 10:30 AM at the Vineyards Country Club 400 Vineyards BLVD, Naples, FL 34119.

*D. **Adjournment:*** (JB) moved to adjourn the meeting at 11:30 AM. (TR) seconded the motion, the motion passed unanimously

Respectfully,

Stephen Cusson, CAM, CMAC, AMS
Association Manager