

HILLCREST MANOR
BOARD OF DIRECTORS MEETING
MARCH 8, 2024

MINUTES

The 2024 Board of Directors met on Thursday, March 8, 2024, at the home of President Dick Tobey, 13941 Joyce Drive.

Board members present: Dick Tobey, Tom Berning, Harriette Weller, Sandy Tarrant, Margaret Lepore, Tricia Lester, and Frank Johnson. Treasurer, Justin Michalczak was absent.

Homeowners present: Judy Young, Linda Yeager, Jason Gilbert, and Ryan Gallagher.

Meeting Called to Order by President: 7:30 p.m. with a Quorum present.

SPECIAL NOTE: Due to the fact that the Hillcrest Manor official records have not been received, the 2024 Board was not able to have a regular meeting. The President said that there would be discussion of needs and concerns that the 2024 BOD members would share.

INITIAL COMMENTS: The President began by sharing that we are a Non-Profit Corporation under FLORIDA STATE STATUES #617. He looks forward to leading us as a community that wants to make changes where needed and developing a community spirit of cooperation.

Each BOD member spoke and shared that they wanted to serve Hillcrest Manor in keeping it a community where people want to live and also to find ways to address any problems, concerns, suggestions for change and doing so in a cooperative manner to make and keep Hillcrest Manor a desirable residential community.

TREASURER'S REPORT: Without previous records, there is no report. There were some concerns expressed about when the Annual Audit would be complete. The President reported that he had spoken with Ted Couperous and that he hoped to have it completed by tomorrow. The delay had been caused by sickness and he was working alone. (See Motion made later in meeting.)

The meeting then continued by following the printed agenda:

President's Report

- A. Message of Unity within community: POSITIVE
- B. Communications: FaceBook and Web will be separate. Newsletter will be in March. The Official Web Site could be improved and have a section that is for homeowners only. We should be able to contact homeowners by telephone or email. Homeowners will be able to contact individual BOD Members.
- C. Review of records: must wait until we have them and will then address.
- D. Membership and Closing Books: Looking for ways to encourage membership and how it helps the community; Closing the books after we get the records. Cannot ever deny a homeowner membership.
- E. Amending the By-laws or deed restrictions: Develop clarification of classes of membership, and ability of non-dues paying homeowners to participate.
- F. Proxies: Develop a plan that will help all homeowners have an active part in the community.

VI. COMMITTEE ASSIGNMENTS and Discussion:

Two charges from President:

1. GET HELP

2. WHAT RESOURCES DO YOU EXPECT YOU WILL NEED?

- Be prepared to present budget line items at next BOD Meeting

- A. New Residents: Frank Johnson, Chairman. Consider reinvigorating Block Captains for Welcoming new residents.
- B. Social: Tricia Lester, Chairman. Consider Karla Roberts to be a key member. Plan some HOA led community events in near future.
- C. Architectural: Justin Michalczak, Chairman.

VII. OLD BUSINESS:

- A. From previous meetings: Previous president said, “No action items; no old business.”
- B. Action items from previous meetings - none provided.
- C. 2023 Audit:

MOTION BY MARGARET LEPORE:

Appoint Ted Couperous to continue and complete the 2023 HILLCREST MANOR FINANCIAL AUDIT ALONE TO EXPEDITE THE PROCESS.

SECOND BY: SANDY TARRANT

MOTION PASSED

VIII: NEW BUSINESS

- A. Growing HOA Membership: About 64 paid members in 2023. There are 152 current homeowners. Need to grow the membership by showing the advantages of living in Hillcrest Manor with a goal of 100% membership.
- B. Improving our community: Stay positive - keep it friendly and helpful. When answering a question be sure you direct them to the person on the BOD that is responsible for that section.
- C. Streamlined Asset Recovery System: This is a new program for law firms to use beginning January 1, 2024. The law was passed in 2023 and allows law firms to set up a contract with HOA's to have the law firm aid them in recovering certain community losses. It is likely not applicable to our community.

IX. Action items – Secretary

1. How to have ZOOM meetings – Sandy Tarrant. Draft due 2/29 for use at next meeting
2. Review 2023 records and prior – Dick Tobey. Due prior to next meeting
3. Publish March Newsletter– Dick Tobey. Due before March 29
4. March Community Event – Tricia Lester. Plan for an event in late March
5. Estoppel – recommendations – Harriette Weller. Due next meeting.

X. Closing Comments – BOD Members

Next meeting will be on Thursday, March 7, 2024, at 7:00 pm, at the home of President Tobey, 13941 Joyce Drive.

XI: Adjournment:

Meeting adjourned at 9.10 pm

Respectfully submitted,

Harriette Weller, Secretary