

**Vines Community Association, Inc.**

C/O Pegasus Property Management  
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VCA Board of Directors Meeting  
May 3, 2011 at 8:30 AM  
The Estero Country Club – Presidents’ Room

**Call to Order:** President Barry Freedman called the meeting to order at 8:30 AM.

**Establish a Quorum:** A quorum was established with President Barry Freedman, Vice President Bill Hallisey, Treasurer/Secretary Joe Houghtalen, Directors Freeman Mast, George York, Jake Slot and Chris Smith present. Steve Allen represented Pegasus Property Management. Owners present were Jordan Ross, Wally Edgar and Sonny Harper.

**Approval of Previous Minutes:** Barry Freedman stated that meeting minutes will not be posted to the website until they are accepted by the board. Joe Houghtalen made a motion to approve the meeting minutes of March 28, 2011 as amended. Bill Hallisey seconded the motion. All were in favor.

**Treasurer’s Report:** Joe Houghtalen reviewed the March 2011 financials. There was an error in the security expense account that caused by an item to being double posted. Pegasus has corrected this error. Joe Houghtalen reported that the Association is in good condition. Joe Houghtalen made a motion to move the VCA operating and reserve bank accounts from BB&T Bank to CNL Bank. George York seconded the motion. All were in favor. Joe Houghtalen made a motion to require two signatures on all checks issued from the operating account that are over budgeted amounts, and all checks from the Reserve Account. Freeman Mast seconded the motion. All were in favor.

**Manager’s Report:**

1. Steve Allen reported that the light fixtures along Vintage Trace Circle have been re-lamped and a new fixture installed at the monument sign.
2. The “ NO SOLICITATION” sign was installed at the guardhouse.
3. Artwork for the directional signs has been completed and was reviewed by the board members. The Board discussed the artwork for the signs and referred the issue to the Safety & Security Committee for their review.
4. Lewsaders will not be trimming the hedge as the dead branches encourage new growth.
5. The insurance premiums were presented and the D & O insurance was discussed. The new deductible is \$20,000 due to claims being filed. We will discuss with the agent and perhaps take on other bids before renewing.
6. New mailboxes can be purchased from Roadsafe Traffic Systems (239-489-3521) at a cost of \$153.70 each. This does not include installation. Mailboxes can be

re-powder coated by Ameritech powder coating (239-274-8000) for approximately \$70 each. This does not include installation.

**Presidents' Report:**

1. The collection process for delinquent accounts was discussed and no changes are to be made. However the President plans to contact all those who might be in danger of going into collection with an attorney before that happens.
2. The Estoppel procedure that took place in the past and the new process going forward were discussed. Barry relinquished the chair of the meeting to Vice President Bill Hallisey. Barry Freedman made a motion that the VCA reimburse owner Louis Guthrie \$250, representing a portion of the Estoppel fee he paid upon selling his property. Joe Houghtalen seconded the motion. The motion passed 5-2. Freeman Mast and Jake Slot were opposed. Joe Houghtalen made a motion to request \$250 from ECC to reimburse the VCA for the Estoppel Fee. George York seconded the motion. The motion passed 6-1. Barry Freedman opposed. Bill Hallisey returned the chair of the meeting back to Barry Freedman.
3. Barry asked the Safety & Security Committee to review the procedure for issuing Bar Codes at the gate.
4. The idea of implementing an Association Handbook was discussed.
5. Each committee was asked to review & comment on the Rules & Regulations that apply to their committee.
6. The Board appointed Steve Allen of Pegasus Property Management as Recording Secretary. The VCA Board Secretary will be responsible for edits and will sign off on the accepted minutes before they are posted to the Web Site.
7. Legal Fees for the membership vote have been reimbursed to the VCA from ECC in the amount of \$3,453.50.
8. AT Conference will be used for Board & Committee members that are away and need to attend meetings.

**Old Business:** Resident Tom Zirkle's proposal to manage our electrical needs was presented in the form of a letter to the Board. In light of the recent response from the ECC to have their maintenance people change the light bulbs on the perimeter road it was felt that his proposal was not needed at this time.

**New Business:** Chris Smith made a motion to hire attorney Uhle to represent the VCA in the on-going relationship with Wal-Mart. Jake Slot seconded the motion. All were in favor.

**Meeting Dates:** The June meeting will be Tuesday 14<sup>th</sup> at 8:30 AM. There will not be any Board meetings in July and August. After that the Board meetings will continue on 3<sup>rd</sup> Monday of every month unless it is a holiday.

**Adjournment:** With no further business to discuss, Joe Houghtalen made a motion to adjourn the meeting. Jake Slot seconded the motion. All were in favor.

Respectfully Submitted,

Joe Houghtalen, Secretary