

**MINUTES
SUTTON LAKES OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING— JULY 20, 2015
SUTTON LAKES GAZEBO
JACKSONVILLE, FL**

PRESENT: President Bill Franco; Director Roman Jones Vice President Gregg Anderson; Secretary Zelma Rollins; Donald Salter, Director; Property Manager Brent Heinselman.

NOT PRESENT: Donna Vivona, Treasurer

ESTABLISH QUORUM/CALL TO ORDER: Bill Franco recognized a quorum of the Board was present and called the meeting to order at 6:35 p.m.

APPROVAL OF MINUTES – June 15, 2015 Board Meeting: Zelma Rollins moved to approve the minutes as presented. Gregg Anderson seconded and the motion was approved.

PRESIDENT'S COMMENTS:
The front pool is now open.

Movie night is July 31 at the back pool.

FINANCIAL REPORT: Brent Heinselman presented the June 2015 Month-End Financial Report, including expenses, income, and delinquencies. The Board discussed eliminating balances under \$10, as collections on these minimal amounts is not cost productive.

Gregg Anderson made a motion to waive balances under \$10. Zelma Rollins seconded and the motion was carried.

The Board does not want to open a CD with Compass Bank, as they require an operating checking account as well. Instead, they will increase the amount in the Money Market account with Everbank.

PROPERTY MANAGER'S REPORT:

The insurance policy will renew in August, with a decrease of about \$300.

Grass Tech will be providing estimates for improvements of the common areas. There is a common area island on Aston Hall that residents would like a flag pole. The Board does not want to install at this time, but is not opposed if the residents install one on their own.

The ponds are continuing to be monitored closely. Ponds 2 and 6 have the biggest issues.

A resident reported an otter on pond 11. The Board would like it to be monitored.

COMMITTEE REPORTS:

No report.

OLD BUSINESS:

There are still a couple signatures needed for the installation of speed humps on Hendon Drive and Sutton Lakes Blvd. Property Manager sent certified letters to absentee owners. One absentee owner did respond with a phone call and said they would send an email approval.

NEW BUSINESS:

SuttonFest will be October 11.

Bill Franco proposed a 3 year extension to the Signature Realty contract. Property Manager will make proposal to the Board.

ADJOURNMENT: Zelma Rollins moved to adjourn the meeting at 7:24 p.m. Don Salter seconded the motion and it was unanimously approved.
