

**MINUTES
SUTTON LAKES OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING— MARCH 16, 2015
SUTTON LAKES GAZEBO
JACKSONVILLE, FL**

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

NOT PRESENT: Donald Salter, Director

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 – JANUARY 19, 2015 Board Meeting and FEBRUARY 16, 2015 Board Meeting: Zelma Rollins moved to approve the minutes as presented. Roman Jones seconded and the motion was approved.

PRESIDENT’S COMMENTS:

FINANCIAL REPORT: Brent Heinselman presented the January 2015 Month-End Financial Report, including expenses and income. The only abnormal expense was a payment to Robert Tankel for legal fees.

Gregg Anderson made a motion to approve the report. Donna Vivona seconded and the motion was carried.

Brent Heinselman presented the February 2015 Month End Financial Report including expenses and income. There were no abnormal expenses and AR had improved since January.

Roman Jones made a motion to approve the report. Zelma Rollins seconded and the motion was carried.

PROPERTY MANAGER’S REPORT:

It was reported that there are multiple adults living in a house in the neighborhood, possibly commercial activity. Property Manager sent letter to owner.

An empty house with the front door open was inspected by Officer Spencer. He secured the front door and a letter was sent to the owner.

A news letter will be sent in April.

COMMITTEE REPORTS:

The ARB is recruiting new members.

OLD BUSINESS:

The Board reviewed two bids for the front pool repair and maintenance. Crown Pools quoted \$68,500 for the repair and \$1700/month for cleaning. FL Bonded Pools quoted \$70,860 for the repair and \$1312.50/month (avg) for the cleaning.

Gregg Anderson made the motion to accept FL Bonded Pools' bid for repair and cleaning. Donna Vivona seconded and the motion was carried.

Grass Tech installed the new irrigation and seed will go down when the warm weather is consistent.

There are still a couple signatures needed for the installation of speed humps on Hendon Drive and Sutton Lakes Blvd. Property Manager knocked on doors for those that had not signed the petition.

NEW BUSINESS:

ADJOURNMENT: Zelma Rollins moved to adjourn the meeting at 7:34 p.m. Donna Vivona seconded the motion and it was unanimously approved.
