

**MINUTES
SUTTON LAKES OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING— OCTOBER 19, 2015
SUTTON LAKES GAZEBO
JACKSONVILLE, FL**

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

NOT PRESENT: Donna Vivona, 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 – September 21, 2015 Board Meeting: Roman Jones moved to approve the minutes as presented. Zelma Rollins seconded and the motion was approved.

PRESIDENT'S COMMENTS:

SuttonFest was a success. The weather was perfect and the owners enjoyed all the festivities. Bill Franco thanked all the volunteers and their families for all their hard work.

FINANCIAL REPORT: Roman Jones presented the September 2015 Month-End Financial Report, including expenses, income, and delinquencies. Gregg Anderson made a motion to accept the financial report. Don Salter seconded and the motion was carried.

PROPERTY MANAGER'S REPORT:

All three panels of plexiglass on the info sign need replacement, as one has been shattered. The cost to replace with Lexan is \$421.96. The vendor states Lexan is unbreakable. The cost to replace the whole board is over \$2,000.

MOTION: Gregg Anderson made a motion to replace the plexiglass with Lexan on all three panels. Zelma Rollins seconded and the motion was carried.

Property Manager will be following up on several issues, including violations on WDW and WDE.

Scattered trash at the pool area was removed.

COMMITTEE REPORTS:

The ARB will be meeting to discuss the new inspection form.

OLD BUSINESS:

Property Manager provided the Board with a proposed 2016 Budget. The Board will review and discuss at November meeting.

The Board discussed the 2016 SuttonFest. Perhaps next year will have more of a fall festival setting, with hay, pumpkins, etc. A year round committee is desired.

There was plenty of extra food left over and it will be donated to the Sulzbacher Center.

NEW BUSINESS:

Open Forum:

Jim Drost questioned why the Board waived small leftover fees. None of the fees were part of the assessment and the Board waived small ones that were not cost efficient to pursue. This will be on the agenda for the November meeting.

Mr. Drost also asked if the Board was aggressive on collections. They do have a collection attorney that is pursuing delinquencies and is very aggressive.

ADJOURNMENT: Greg Anderson moved to adjourn the meeting at 7:42 p.m. Roman Jones seconded the motion and it was unanimously approved.
