

**MINUTES
SUTTON LAKES OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING— JANUARY 18, 2016
SUTTON LAKES GAZEBO
JACKSONVILLE, FL**

PRESENT: President Bill Franco; Treasurer Roman Jones; Vice President Gregg Anderson; Director Donald Salter; Secretary Zelma Rollins; 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 6:33 p.m.

APPROVAL OF MINUTES – December 14, 2015 Board Meeting: Zelma Rollins moved to approve the minutes as presented. Gregg Anderson seconded and the motion was approved.

PRESIDENT’S COMMENTS:

Bill Franco announced the annual meeting in February.

FINANCIAL REPORT: Roman Jones presented the December 2015 Month-End Financial Report, including expenses, income, and delinquencies.

Gregg Anderson made a motion to accept the financial report. Zelma Rollins seconded and the motion was carried.

PROPERTY MANAGER’S REPORT:

Replacement sections for the fence damaged on Atlantic Blvd. are to be installed within a week.

The Board discussed the locations of the new picnic tables. Two will be installed outside each pool area in the spring.

COMMITTEE REPORTS:

No report.

OLD BUSINESS:

The Board discussed violations at 1902 WDE. The owner has trash, debris, boats, and a tent in view, as well as a mismatched fence. Fining procedures are in place and the attorney has reviewed and will be taking further legal action. Property Manager will provide update.

NEW BUSINESS:

Open Forum:

ADJOURNMENT: Zelma Rollins moved to adjourn the meeting at 7:06 p.m. Roman Jones seconded the motion and it was unanimously approved.
