

Ortega Bluff Homeowners Association, Inc.
Board of Directors Meeting
August 23, 2011 9:00 a.m.
1008 Park Avenue, Orange Park, Florida



Present were: Greg Reese, George Williams, Tera Beene, Tony Alvarez and Bob Woods, Kathy Melton and Linda Woods representing The CAM Team.
Absent: Maria Moore

The meeting was called to order at 9:04 a.m. by Greg Reese and quorum was established.

The purpose of the meeting was to discuss reports that are presented by Management and to create reports that will be more understandable and user friendly to Board members as well as homeowners. The meeting was an extra meeting and was properly posted as per requirements of Fl. Statutes.

Bob Woods thanked the Board for setting up the meeting. It was agreed that communications between the Board and Manager are good. It was discussed that communications between the Manager and homeowners can be improved. George Williams requested that a percentage of homeowners who have paid their assessments be included in the financial report each month.

The financial reports were discussed and Greg Reese requested changes to the Collection Tracker to assist the average person to understand the report.

Tony Alvarez requested copies of all contracts and the monthly reports be prepared for him. Tera Beene motioned that all contracts be revised and rewritten so that the beginning and ending dates correspond with a calendar year. Greg Reese seconded, none opposed and motion carried.

Greg Reese requested that the Violation Tracker be revised to be more user-friendly. Bob Woods will be riding the community for a while to compare the violations with Leslie's report. Linda Woods will work with the Board to update the data.

Greg Reese remarked that the ARC Tracker was very good and requested a current report be sent to the Board. He also requested that the phrase "approved as submitted" be included in the letter of approval that is sent to the homeowners.

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Kathy Melton recommended that reminders can be setup in Outlook for 60 days prior to termination of a contract so the Board has the opportunity to shop contracts for price and services. Contracts are: management, landscaping, pond maintenance and camera.

Tera Beene volunteered to contact everyone that attended the Special Meeting that was held at Fleet Reserve and ask that they attend the Annual Meeting or permit someone to pick up their proxy prior to the meeting. She will also request that they volunteer for the Neighborhood Watch Program. Block Captains are needed.

Greg Reese suggested that the Board should attempt to change the perception of the Association, Board members and Management when there is an opportunity. Homeowners do not have the opportunity to see behind the scenes what has been accomplished by Management and Board members. Linda Woods was asked to put together a list of the accomplishments since The CAM Team began managing the community. Included but not all inclusive: Number of homeowners reported on budget by Signature vs actual number of lots, No insurance on ponds, No signs in compliance with insurance regulations, Developer had not turned over ownership of the common properties to the Association, Delinquencies at time of new management vs collected past due assessments by The CAM Team, Addition of the cameras, Addition of the marquee, New landscape contract at a lower cost, Attempting to collect \$6,600 paid for drainage repair under Signature's management.

Meeting adjourned at 11:00 a.m.