

The Village at Bentley Park Homeowners Association

HOA Board Meeting Minutes March 26, 2024

Meeting Location	Ameri-Tech Community Management Office
Board Member Attendees	Yvonne Gopsill, Pat Riccio, Pam Easton, and Angelo Gonzalez (via Zoom)
Board Member Absentees	Tom Mattingly
Management Representative	Ellyse Vosselmann, Ameri-Tech
Meeting - Called to Order/Adjourned	6:00 PM / 6:57 PM
Minutes Prepared By	Pam Easton
Next Meeting	May 28, 2024 06:00 PM

- **CALL TO ORDER** – The meeting was called to order by Yvonne Gopsill at 6:00 PM.
- **PROOF OF NOTICE OF THE MEETING** – The Notice and Agenda was posted Saturday at 10:00 am on the property and an email with the link was also sent out.
- **QUORUM** – At the present moment in time, a Quorum was established with three Board Members being present.
- **LAST MEETING MINUTES** – Pat Riccio made a **MOTION** to approve and waive the reading of the January 23, 2024 board meeting minutes. All were in favor. The motion for approval of minutes **PASSED**.
- **TREASURER’S REPORT** – As of February 29, 2024, The Village at Bentley Park has \$65,873.70 in the operating account and \$67,034.18 in the reserve account.
- **MANAGEMENT REPORT** – Reviewed the delinquencies and activities for the month.
- **PRESIDENT’S REPORT** – None at this time.
- **COMMITTEE REPORTS** – Pat Riccio provided the DRC updates as follows:
 - Architectural Request
 - a. 2604 Bentley Drive – Storm door, approved.
 - b. 2473 Bentley Drive – New Windows, approved.
 - c. 2471 Bentley Drive – Brick wall in front of unit, approved.
 - d. 2443 Bentley Drive – Brick wall and small gate in front of unit, approved.
 - e. 2415 Bentley Drive – New Windows, approved.
 - f. 2373 Bentley Drive – New Windows, approved.
 - g. 2439 Bentley Drive – Wall in front of unit, approved.
 - h. 2566 Bentley Drive – New Windows, approved.
 - i. 2350 Bentley Drive – Roof replacement/Decorative Lights, approved.
 - j. 2450 Bentley Drive – Roof replacement, approved.
 - Compliance
 - a. No changes to the Compliance Committee. Nothing to report at this time.

► **UNFINISHED BUSINESS**

- a. Texting Capability – Ellyse will look into it.
- b. 2594 Bentley Drive – screen room. Has already been approved.
- c. 2641 Bentley Drive – removal of window. Request denied.
- d. 2499 Bentley Drive – new water treatment system. No issue, it was just a valve.
- e. 2473 Bentley Drive – replace existing gutters. Gutters were replaced.

► **NEW BUSINESS**

- a. New Architectural Review Board form – This form is not to be placed on the website. The website directs homeowners to contact Elysse and she will then provide Yvonne’s phone number. All homeowners will need to contact Yvonne regarding their Architectural Review Board requests. This process allows Yvonne to talk with the requestor and go over the form and information in order to know exactly what is needed. This process has expedited a faster turnaround timeframe for completing a request. Once completed, the homeowner receives a copy, and one is placed in their folder at Ameritech along with an official letter being sent out. Any requests that a Board Member receives are to be forwarded on to Yvonne.
- b. Carports – need to be cleaned and the gutters are growing trees. This is the next order of business.
- c. Trees and Palms – as part of yearly trimming maintenance and will be reviewed as an upcoming item.
- d. Sidewalk Repair – ongoing repairs will be made moving from month to month as the budget allows.

► **OPEN FORUM**

- a. It was asked if the Board could recommend roofers – As a technicality, the Board cannot make recommendations because of responsibility concerns and kickback assumptions.
- b. Requested a status and update of the Independent Audit – Elysse will look into it and provide a status update. This request was submitted well before the tax season.
- c. The status of the Document Amendments and Property Insurance was requested – The Covenants are in draft and discussion. The Town Hall had to be cancelled due to illness and schedule conflicts. The Town Hall will be rescheduled when the insurance burden can be better determined. Further questions can be addressed at the Town Hall.
- d. A siding request was approved but was delayed due to illness. Can this previous approval still be used? – Yes, there would be no need to obtain further approval.
- e. Is there a standard for requiring when units are to be painted? – The standard frequency is every 10 years. The Compliance Committee or the Property Manager will identify any violations such as rot, faded paint, yellowing chimneys, boards needing repair, etc.
- f. The BPCA (Bentley Park Community Association) meeting is on Thursday and homeowners are welcome to attend. The agenda will get posted tonight and an email will be scheduled to go out.
- g. The BPCA entrance sidewalk repair has been done at Yvonne’s request. The County performed that work, they paid for all of it, and the HOA did not have to pay at all.

► **ADJOURNMENT**

Yvonne Gopsill made **MOTION** to adjourn the meeting at 6:57 PM. All in Favor.