

**TARA MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
TUESDAY, OCTOBER 20, 2009 – 3:00 P.M.
TMA CREEKWOOD OFFICE**

Don Stoddard called the meeting to order at 3:00 P.M.

ROLL CALL: Present were Board members: Andy Cotsanas; Bill Kett; John Lane, Vice President; Wilma McCray, Treasurer; Marge Palacio, Secretary; Ed Porter; and Don Stoddard, President. A quorum was established. Also present: Larry Perkins, Controller. Absent: Tony Greising, Property Manager; and JoAnn Mastrangelo, Property Secretary.

ADOPT AGENDA: Motion to accept the Agenda by Wilma McCray, seconded by Ed Porter. Unanimously approved (7-0).

APPROVAL OF MINUTES OF SEPTEMBER 22, 2009 BOARD MEETING: Motion to accept minutes of September 22, 2009 Board Meeting by John Lane, seconded by Andy Cotsanas. Minutes unanimously approved (7-0).

SECRETARY'S REPORT: Results of research for prior Board statements of policy will be presented at January Board Meeting.

TREASURER'S & CONTROLLER'S REPORTS:

Treasurer: Wilma reported that the TMA Budget has a surplus. Revenue is better than budget. Expenses are less than budget. Delinquencies are still a challenge.

Controller: Larry reported:

- A. Update Lockbox and Credit Card Program with RBC:** The lockbox and credit card programs are both in place. Due to technical difficulty, the bank cannot use our statements. They will send out a coupon with a return envelope. If resident chooses to pay by credit card, they will be charged a \$9.95 fee.
- B. Approval of 2009 Insurance Renewal:** The Committee did an excellent job. The renewal for 2009 will cost slightly less than 2008 with no reduction in coverage. We have increased some of our overages at a slight decrease in price.
- C. September Financial Statements:** Accounts Receivable had a net decrease of \$2,089 in September for 2009 maintenance collections. The Association received \$2,346 in payments, which was offset by \$2,822 in legal and finance charges added back to still outstanding balances. Accounts Receivable further reduced by two foreclosed properties with excess balances beyond 12 months which were written off as non-collectable. Three members, including the two foreclosed properties, paid or had their balance adjusted clearing the total balance owed for 2009.

Approximately \$28,200 receivables due to 43 members owing under \$1,000 in maintenance fees, and approximately \$78,900 due to 34 members owing over \$1,000 in maintenance and legal fees.

Receivables of \$56,462 are higher than last year at this time. \$100,000 was transferred from Smith Barney to RBC for operating expenses.

Income Statement Items: September net surplus is better than budget by \$8,866 mainly due to under budget landscaping and irrigation expenses of \$6,746 and mailings of \$2,000, plus other smaller variances. Some of these variances are due to timing differences and delayed landscaping projects.

Motion to accept Treasurer's and Controller's Reports by Bill Kett, seconded by Ed Porter. Unanimously approved (7-0).

PROPERTY MANAGER'S REPORT: Reporting in Tony's absence, Larry advised the signs at the South end are complete. He is working with CDD to transfer ownership to them. They will be responsible for maintenance from this point on.

Ed Porter asked the status of Motion to Compel. Larry advised a report will be given at next Board meeting. TGCC is testing the Motion to Compel process. TMA is testing use of a Collection Agency.

A motion to accept Property Manager's report made by John Lane, seconded by Andy Cotsanas. All were in favor (7-0).

COMMITTEE REPORTS:

A Finance: At last meeting, the Board directed the Finance Committee to research establishment of a fund for legal fees of \$10,000 for contingencies. Expenditures from this fund will require Board approval. Cathy Woolley reported that at Finance Committee Meeting Larry discussed fact that we have a modest surplus for 2009. BOD discussed use of term "professional fees" vs. "legal fees". John Lane made motion to change designation of fund to professional fees. No second. Motion did not carry. Cathy advised that State Legislature is addressing reserve funds, and the proposed changes could affect TMA. Important factor is whether the fund was established by the members or by the Board.

Cathy made a motion: When the surplus is moved to reserves at end of the year, the TMA Board will allocate a special line item within the Reserve Fund of \$10,000 for contingency legal fees. Motion seconded by John Lane. Unanimously approved (7-0).

B. Communications: Marian Meyer reported that the new web site is up and running with many new features and improvements. The ARC document is on the web site for residents review. Members can send feedback via the web site. There have been complaints about poor reception on TV access channels. Comcast has advised that once TGCC office is back to clubhouse location, reception will improve. Don noted that TGCC channels are maintained by a paid professional, and suggested Tara Preserve should also have a professional operating their access channels. Discussion re Comcast poor service resulted in decision that Communications Committee meet with Elaine Lunkes, Tara Comcast Rep, to address these problems.

Michelle Redwine commented that the membership info update form sent with the recent President's letter did not request email addresses. The majority of the population communicates by email. Most do not go to the web site or TV. Don will be sending another letter to the membership and will send an updated form giving members option of providing email address. Larry will send to BOD the names and email addresses of all TMA committee members.

John suggested that Board Meetings be broadcast live through our community channels. John made a motion that Communications Committee investigate this matter, including cost factors, and report to the Board at our January meeting. Motion seconded by Wilma. All were in favor (7-0).

C. Architectural Review Committee: Beth Bond reported that the Committee has two new members: Randy Kraft and Joan Christina. Along with Richard Leppert and Larry Stump, they now have a full committee. There were 13 requests for approval for various property modifications. She would appreciate referral to ARC of any residents requesting info on ARC requirements.

Most complaints come from neighbors. ARC must determine if complaints rise to level of citation. Some ARC standards may require revision as they are not enforceable due to Florida State Law. Regarding "orphans" Plantations, Melrose Gardens and Fairway Gardens – need to meet and educate residents. Don thanked and commended ARC Committee for their efforts in such a difficult function.

Dan Powers commented that there is no clearing house to ARC for Preserve Golf Villa owners. Ed Porter advised they now have addresses of Golf Villa residents and will be addressing the matter.

Motion to accept report and two new committee members made by Ed Porter, seconded by Andy Cotsanas. All were in favor (7-0).

D. Community Affairs. Carolyn Primus reported re ongoing issues regarding the Honore Bridge, repaving of I-75, and the invasive plant removal, as well as communication with the County Commissioners. They have requested copies of any new traffic surveys done by the County. TMA has paid a land use attorney but no results have been seen. Larry will check file for the attorney's bill and statement of activities. At next Committee meeting, there will be discussion about committee members joining the 26-person Manatee County Advisory Committee. Ed Porter asked how much was spent out of the \$500 the Board approved for Community Affairs legal fees. Larry to advise.

Motion to accept report made by John Lane, seconded by Ed Porter. Motion approved (7-0).

UNFINISHED BUSINESS:

Compliance Committee – ARC Articles 6.02 – 6.05. Tabled until January meeting.

NEW BUSINESS;

President's 2009 Annual Letter: Don advised that the letter he recently sent out was to commend the Committees for their good work. He will be sending another letter wishing membership Happy Holidays, advising new regular assessment amount, and attaching an updated member info form with option to provide email address.

DIRECTORS' COMMENTS:

Wilma and Ed commented on the excellent job both Beth Bond and ARC Committee; and Marian Meyer and Communications Committee have been doing.

Bill Kett advised he too has been around the 7th hole on Preserve golf course where noise is deafening.

Wilma commented on great job Finance Committee did on the budget.

MEMBERS COMMENTS FROM THE FLOOR:

Mike Dyer made his annual plea for flowers at entrance to Tara from SR 70.

NEXT MEETING DATE: Thursday, January 21, 2010 at 10:00 A.M. - CDD Community Center.

Respectfully submitted,
Marge D' Aiuto Palacio
December 18, 2009