

**Live Oak Homeowners' Association
c/o Fairway Management
1331 Bedford Dr., Suite 103
Melbourne, FL 32940
(321)777-7575**

**Board of Directors Via Zoom
Meeting Minutes
March 22, 2021**

- 1) Meeting was called to order by President, Eric Hoppenbrouwer at 6:36 pm. to allow additional time for members to sign into the Zoom meeting.
- 2) A quorum of the Board was established with 5 of 5 Directors present (Maria Shepard, Eric Hoppenbrouwer, Mike Smith, Doug Dixon and Anthony Zack).
- 3) Meeting notice was posted 48 hours in advance in accordance with Florida Statutes and Governing documents.
- 4) Mike motioned for Eric to read the February 22, 2021 drafted meeting minutes to the membership and approve as amended, 2nd by Maria. All were in favor and the motion passed unanimously.
- 5) Reports of Officers
 - a. President – Eric Hoppenbrouwer thanked Anthony Zack again for joining the Board of Directors as Treasurer. Fairway Management does the books for Live Oak HOA and Eric asked Anthony to look for anomalies in the monthly financials distributed to the Board of Directors. Eric also asked the Board's cooperation with some of the agenda items that have recently been discussed. Eric also requested input from the Board for the latest newsletter he is working on that once completed will be mailed to the membership.
 - b. Vice President- Doug Dixon requested that the monthly community inspections to also include non-maintained rear yards of parcels facing the community lakes/ponds. Doug asked the homeowners present during the meeting to please keep their rear yards free of debris and keep maintained.
 - c. Treasurer – Anthony Zack introduced himself to the membership and this is his first home purchase and will hold himself to the highest of standards. Anthony also stated his wife and dog were attacked by two pit bulls that were not kept on a leash. Anthony has observed other dogs within Live Oak HOA not being kept on a leash and asked pet owners to please their dog(s) on a leash at all times. Anthony mentioned there is also a issue with newspapers not being picked up in front of homes in a timely manner.
 - d. Crime Watch – Doug Dixon stated there were no crimes reported within Live Oak HOA.

- e. Management Report – Alan stated there were currently 4 owners that were more than 90 days delinquent on their dues and they have all been sent to the Associations attorney Sonia Bosinger for further collections enforcement.
 - f. ARC – Two new ARC applications were approved in March.
- 6) Old Business
- a. **Community Inspection review** – No violations required the Board of Directors review and the community violation letters will be mailed out following the meeting.
- 7) New Business
- a. **Political Signs** – Details of language has been tabled until the April BOD Meeting.
 - b. **Review all Live Oak contracts** – Fairway Management to email the BOD the contracts currently in contract for the Board to review.
 - c. **Review resolutions** - The Board requested this agenda item be added to the next Board meeting.
- 8) Next BOD meeting is on April 28, 2021 at 6:30 P.M. via Zoom meeting..
- 9) Being no other business before the Board, Maria motioned the meeting to be adjourned at 7:45 p.m., 2nd by Anthony.

Minutes Prepared by:
Alan Guthrie, LCAM
Fairway Management