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MINUTES OF MEETING
TRASONA WEST NEIGHBORHOOD ASSOCIATION, INC.

A meeting of the Board of Directors of Trasona West Neighborhood Association, Inc. was held on Tuesday, December 21, 2021, at 6:00 p.m., at the Addison Village Club, 8150 Stadium Parkway, Viera, FL

FIRST ORDER OF BUSINESS **Call to Order**

Mr. Huck called the meeting to order at 6:00 p.m.

Directors Present:

- | | |
|-----------------|----------------|
| Gerald Huck | President |
| Timothy Sallade | Vice President |
| Aaron Fontinel | Treasurer |
| Paul Ominsky | Director |
| Theodore Veit | Director |

Also Present:

- | | |
|-----------|--------------------|
| Eric Byrd | Fairway Management |
|-----------|--------------------|

SECOND ORDER OF BUSINESS **Certification of Quorum**

Management certified that the directors present represented a quorum of the Board.

THIRD ORDER OF BUSINESS **Proof of Notice**

Management certified that notice of the meeting was posted in accordance with the Association's Bylaws.

FOURTH ORDER OF BUSINESS **Conduct of Meetings**

Mr. Huck reminded the members in attendance of the policy to allow public comments only during the designated periods on the agenda.

34 He suggested that when the directors address each other, first names would be appropriate,
35 and directors were reminded to make complete motions before moving to a second and discussion.

36 Lastly, Mr. Huck proposed that when a homeowner or management requests the presence
37 of a board member to discuss an issue, that the At-Large directors should be the ones to attend.
38 There were no objections to this procedure.

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40 **FIFTH ORDER OF BUSINESS** **Audience Comments**

41 Michael Blue commented on the proposal to go to a uniform assessment for the entire
42 community. He stated that he was opposed to the idea. Mr. Bleu asked the board to consider
43 methods to better communicate with the community. He is not on social media so other avenues
44 should be pursued. Mr. Huck responded that the uniform assessment was not on the agenda, but
45 he would like to revisit the matter in the future. He agreed with the suggestion for improving
46 communications.

47 Diane Ernest asked if there would be a parking space created at the mailboxes on Caviston.
48 Mr. Huck responded that there would not be a space but that the board was discussion options for
49 improving that area.

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51 **SIXTH ORDER OF BUSINESS** **Consent Agenda**

52 Mr. Huck stated that the only item on the consent agenda is the approval of the December
53 7, 2021, Board of Director’s Meeting Minutes.

55 On MOTION by Mr. Ominsky, seconded by Mr. Veit, with all in
56 favor, the consent agenda is approved as presented.

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58 **SEVENTH ORDER OF BUSINESS** **Report of Association Treasurer**

59 Mr. Fontinel presented a report of the current financial position.

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61 **EIGHTH ORDER OF BUSINESS** **Unfinished Business**

62 a. Appointment to Hearing Committee – Mr. Huck stated that David Palmbach had
63 volunteered to serve on the Hearing Committee.

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On MOTION by Mr. Veit, seconded by Mr. Fontinel, with all in favor, David Palmbach is appointed to the Hearing Committee.

- b. Selection of Law Firm – Mr. Huck stated that the Board has received information from two firms, The Orlando Law Group and Arias and Bosinger, and that select directors have met with representative from both agencies.

On MOTION by Mr. Fontinel, seconded by Mr. Ominsky, with all in favor, the association will engage with Arias and Bosinger for general legal counsel.

- c. Consideration of a Financial Audit – Mr. Fontinel provided a summary of the CPA firms that have been contacted and responded. More responses are expected in the coming weeks.
- d. Pump Maintenance Report – Mr. Veit presented a comprehensive report on the association’s irrigation pumps. At the conclusion of the report, Mr. Veit recommended the Board consider circulating an RFP to engage with a company that will perform preventative maintenance on the pumps.

On MOTION by Mr. Veit, seconded by Mr. Ominsky, with all in favor, the creation of an RFP for pump maintenance was approved.

- e. Caviston Mailboxes – Mr. Huck reported that he has met with the manager of the Suntree Post Office, and she stated that they would not allow the association to move the boxes located on Caviston Way. He stated that the improvement of this area will be added to the list of corrections that the association will submit to the developer.
- f. Management Action Items
 - i. Obtaining a U.S. Flag for Meetings – Management reported that the Addison Village Club has purchased a flag and it is expected to arrive after the first of the year.
 - ii. Quotes from CPA Firms – Covered previously in the meeting.

- 97 iii. Proposed Meeting Date Schedule – Management was directed to propose a
- 98 schedule to the Board.
- 99 iv. ARC Policy for Paint Colors, Roofing Materials and Gutters – Management
- 100 inquired if the attorney had any templates. Mr. Huck responded that they did
- 101 not and directed management to draft a policy.
- 102 v. ARC Approval Spreadsheet – Management reported that this had been provided
- 103 to the board.
- 104 vi. ARC Design and Review Manual – Management reported that this had been
- 105 provided to the board.
- 106 vii. CVCA ARC Meeting Information – Management stated that the next meeting
- 107 was to occur on January 5, 2022 and would be accessible via Zoom. The link
- 108 to the Zoom access will be posted on the CVCA web site.

110 **NINTH ORDER OF BUSINESS** **New Business**

- 111 A. Collaborative Tools – The board has trialed the project management tool, Slack, and
- 112 agrees that it does not prove any more efficient than email communications. The board
- 113 agreed to discontinue its use.
- 114 B. Communications Strategy – The board will discuss this topic at a future meeting.

116 **TENTH ORDER OF BUSINESS** **Additional Audience Comments**

117 There being none, the next item of business was brought forth.

119 **ELEVENTH ORDER OF BUSINESS** **Adjournment**

121 On MOTION by Mr. Veit, seconded by Sallade, with all in favor,

122 the meeting was adjourned at 7:38 p.m.

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Jerry Huck, President

Prepared by:

December 21, 2021

Trasona West Neighborhood Association, Inc.



Eric Byrd, Fairway Management

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