



Deer Run Homeowners Association #7A
The Terraces HOA Board Meeting
Tuesday, November 9, 2021

Board Members present: Gene Mills, Jenifer Cheney, Matthew Starchak, Betty Spangler

Guests Present: (via Zoom): Ann and Brad Frank, M.H. Clark and Pete Mellen, Cindy Dancel, Cynthia Hendrick, Sandy, Chelsea Wallenquest

Meeting was called to order by Gene Mills at 7:32 p.m.

Secretary's Report:

- **Minutes of the October 12, 2021 meeting have already been read and approved by the Board.** The Minutes are available on the website: www.theterracesatdeerrun.com.

Treasurer's Report:

- Betty Spangler, Treasurer, reported: Beginning balance for October 1, 2021 was \$8,480.45. Income for October: Estoppel Fees - \$100.00; Prepaid 2022 Assessment - \$110.00.
- Extraordinary expenses for October included: P O Box Rental - \$166.00.
- Total expenses for October: \$254.68.
- Ending Balance for October 31, 2021: \$8,435.77, with all bills paid.
- \$10,155.64 CD is reported under "Contingency" on all Treasurer's Reports.

- Outstanding Assessments:

Year 2021: One: 1425 Bridlebrook Drive; Lien filed. A letter was sent to the homeowner stating that if payment was not received by November 30, the HOA would initiate foreclosure on the property. Gene suggested a collection agency rather than contacting an attorney. This property is for sale. Gene to contact the realtor first before pursuing legal action. Betty will provide Gene with contact information.

Treasurer's report was approved as written.

Old Business:

- No Report

New Business:

- **Approve 2022 Proposed Budget**

Betty Spangler presented the proposed budget for 2022. She explained how each item under “Proposed Income” was calculated for the projected income for 2022. Betty also explained how each item under “Proposed Expenses” was calculated for the projected expenses for 2022.

The proposed Budget projects a net “Loss” of approximately \$700.00 for 2022.

BOARD APPROVED 2022 Budget as presented.

- **Approve Annual 2022 Assessment**

Betty stated that the annual assessment notice will be mailed on December 1, 2021 to all homeowners. This mailing will include: (1) 2022 Assessment Amount; (2) 2022 Proposed Budget; (3) 2022 Proxy Vote; and (4) Homeowner Information Form.

After the Proposed 2022 Budget was reviewed and approved, the Board discussed the amount of the 2022 Assessment. In consideration of the uncertain economy for the upcoming year, the Board discussed the advantages of NOT increasing the annual assessment which is currently at \$110.00 per year. Even though the Proposed Budget indicates a net loss of approximately \$700.00, the Board was made aware that there would be enough reserves to cover this loss, without negatively impacting the quality of activities proposed.

BOARD APPROVED, the Annual Assessment for 2022 at \$110.00.

- **Approve Stamped Self-Addressed Return Envelopes**

Betty made a motion to include a self-addressed, stamped envelope in annual mailings for the return of Ballots and Homeowner Information. This would help ensure the return of ballots of those who pay the assessment fee “on line”. Cost of stamps would be approximately \$180.00 (163 homes x 2 x \$.55).

BOARD APPROVED, expenditure of \$180.00 to include self-addressed, stamped return envelopes with annual assessment letters to all homeowners.

- **Approve Return Envelopes with Betty’s Address**

Betty made a motion that the return envelopes be addressed to her home rather than the PO Box, saving numerous trips to the post office.

BOARD APPROVED, using Betty Spangler's home address for return envelopes for annual Assessment mailing.

- **Approve Nominations for 2022 Slate of Officers**

Gene presented the proposed Slate of Officers for the 2022 Year. Proxy Ballots will be sent to all homeowners for return of their official votes. Proxy nominations are for the following Board of Directors' positions:

President - Gene Mills
Vice President – Jenifer Cheney
Secretary – Matthew Starchak
Treasurer – Betty Spangler

BOARD APPROVED nominations for 2022 Board of Directors as follows:

**President - Gene Mills
Vice President – Jenifer Cheney
Secretary – Matthew Starchak
Treasurer – Betty Spangler**

- **Annual Meeting January 11, 2022**

In compliance with the Deer Run HOA #7's By-Laws, the HOA is required to hold an Annual Meeting. An official count of proxy votes is announced at this meeting, and nominees will be officially elected to the Board of Directors for the year 2022. Also an official count of approvals of the 2022 Budget will be announced.

This Annual Meeting is scheduled for the second Tuesday in January of the new year (January 11, 2022). It is important to encourage as many residents as possible to participate.

Gene suggested the possibility of holding an "in person" meeting to attract more attendees. After discussion, it was agreed to have meeting on Zoom, but offer enhanced door prizes as an incentive for attendance. Prizes suggested: Wine Basket, Movie-Night Basket, and Gourmet Coffee Basket (to be donated by Pete Mellen). Matt will design make flyers. Karen Scotchie has been volunteered, along with hospitality. Jen will post on Facebook and Nextdoor.

BOARD APPROVED, expenditure of \$150.00 for (3) gift baskets as incentive door prizes for attendance at Annual Meeting.

- **Landscaping of Front Entrances**

Jen suggested that she and perhaps other neighbors volunteer to weed and trim the two front entrances, reducing expenses on the HOA budget. Gene stated that the HOA benefits more if Jen and others used their talents on Activities, and that he would prefer that this service remain on the budget. It is not that costly.

- **Maintenance of Sidewalk Bordering Eagle Circle**

Chelsea questioned who was responsible for maintenance of the sidewalk along Eagle Circle. She stated that it was slippery and a hazard. Gene stated that it was the HOA's responsibility, and asked Chelsea to develop a "Scope of Work" and the HOA will pursue a solution.

Activities Committee

- **Halloween Decorating Contest Winners:**

1 st Place - \$30.00	412 Copperstone	Brionne Vinson
2 nd Place - \$20.00	467 Copperstone	Stephanie & Brad Gibson
3 rd Place – \$15.00	1421 Bridlebrook	Jack & Gayle Mallan
Honorable Mention	1453 Bridlebrook	Chelsea Desrosiers

Jen will thank participants and post on Facebook and Nextdoor.

- **Sidewalk Chalk Art Festival (November 12-14)**

- Prizes 3 gift bags- (\$30 budget, previously approved). Jen will make them.
- Jen will make up new signs and advertise on Facebook and Nextdoor.
- Judges will meet at 2:00 pm on Sunday, November 14, to determine winners.

- **Holiday Party (Tuesday, December 14th)**

- **Planning**

- Between Betty and Gene's houses. They will set up with tables, music, etc.
- Cookies, snacks, etc., will be provided by neighbors.
- HOA will provide Cider, Hot Cocoa, Sodas
- Matt and Cindy will help design promotions to get donations (flyer).

- Jen will post on Facebook and Nextdoor, make adjustments as we get responses.
- “Santa” comes at 7:00 pm.

- **Seminole County Firemen**

Betty made a motion to give the usual \$50.00 Darden Restaurant gift cards to each participating fireman. At this time, it is uncertain if 2 or 3 firemen will arrive. The recommendation is to purchase 3 gift cards and only give cards to those firemen who participated. If there is a left-over card, it will be held for a future Appreciation Award.

BOARD APPROVED, expenditure of \$150.00 for purchase of three (3) \$50.00 gift cards to Darden Restaurants for each Seminole County fireman who arrives for Santa’s visit.

- **Santa**

Betty made a motion to give Gene Mills a \$50.00 gift card to Lowe’s as a “thank you” for his participation as Santa.

BOARD APPROVED, expenditure of \$50.00 for purchase of a Lowe’s gift card for Gene Mills for his participation as Santa.

- **Gift for Kids**

Cindy, Jen, Chelsea to put approximately 30 gift bags together.

BOARD APPROVED, expenditure of \$150.00 for purchase of contents for “goodie bags” for Santa to distribute.

▪ **Holiday Lighting Contest**

Date: Sunday Night, 12/19.

Matt and Gene will check condition of Lighting Contest and Santa is Coming signs and assess if we need to update them.

Judges: Gene Mills, Matt Starchak, and M.H. Clark

Criteria: Betty will provide judges with list of prior winners and rules regarding who can and cannot win.

BOARD APPROVED, expenditure of \$140.00 for the purchase of six (6) Publix gift cards: (1) \$50.00 (first prize); (1) \$35.00 (second prize); (1) \$25.00 (third prize); (3) \$10.00 (Honorable Mention).

Yard of the Month

- No awards October through March

POA Report:

- 140 ft Front Island has new lights, plants, palm tree.
- \$9,000 of work and 3 years of contracts for landscaping.
- 5 years of waterway maintenance.
- Front sign has been stabilized.

Hospitality Committee:

- Welcome packet delivered to 1468 Bridlebrook.

Architecture Committee:

- 1436 Bridlebrook, New Roof - Approved
- 340 Copperstone, Front door paint color - Approved

Violations Committee:

- 1353 Bridlebrook – Yard maintenance
- 1492 Bridlebrook – Driveway issue, has been cleaned, Hill needs to be cut so that the POA can do work, has not yet addressed the issue. Gene is following up.

Other Business:

- None

Drawing:

- \$10 Walmart gift card Winner: Cindy Dancel, 408 Copperstone.

Meeting Adjourned: 9:28 PM

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Next Meeting:

- Annual Meeting -Tuesday, January 11, 2022

Respectfully submitted,

Matthew Starchak