

**BOCA FONTANA HOMEOWNERS' ASSOCIATION, INC**

**BOARD OF DIRECTORS MEETING**

**NOVEMBER 14, 2023**

**MINUTES**

**I. CALL TO ORDER**

The President of the Board called the meeting to order at 7:13 pm.

**II. ROLL CALL**

**PRESENT FROM THE BOARD**

Jair Reategui, President  
Terence Mendonca, Vice President  
Lewis Berkowitz, Treasurer  
Melody Maxwell, Secretary

**SUPERIOR ASSOCIATION MANAGEMENT**

Scott Scarborough, LCAM  
Michelle Carrion, LCAM

**ABSENT FROM THE BOARD**

Tim Coughlin, Director

**III. APPROVAL OF MINUTES**

Motion by Terence, seconded by Melody, to approve the minutes of the regular meeting of the Board on October 24, 2023. Motion carried with unanimous approval by the Board of Directors.

**IV. FINANCIAL REPORT**

Lewis gave the report as follows:

- A. Total assets as of \$ 493,933.38
- B. Operating: \$ 161,180.61
- C. Reserves: \$273,279.38
- D. Delinquencies: \$ 21,293.81

**V. MANAGERS REPORT**

Michelle gave the report as follows:

Management has been meeting with contractors for the monument renovation. Management has met with electricians to repair the lights on the monument island and make needed repairs at the east clubhouse. Management has followed up with the county regarding the playground permits. Management met with contractors for the bathroom and the needed handyman repairs. Management met with inspectors for the insurance estimates. Management coordinated the landscape installation at the east clubhouse. Management met with the plumber for needed

repairs at the east clubhouse. Management has been working with the architectural committee to process applications and modify the paint chart. Management contacted a new law firm for the association to use. Management prepared the Rules and Regulations for revision as well as completed the necessary mailings for the annual meeting and the rules and regulations revision.

Several drive-throughs have been completed and violations have been sent via mail and email.

**VI. OLD BUSINESS**

**a. Bathroom Renovation**

Motion by Lewis, seconded by Terence, to approve the estimate from A4 to finish the bathroom remodel. Motion carried with unanimous approval by the Board of Directors.

**b. Bathroom Door**

Motion by Lewis, seconded by Terence, to approve the estimate from A4 to trim the exterior bathroom doors at the West Clubhouse. Motion carried with unanimous approval by the Board of Directors.

**c. Monument Island**

Motion by Terence, seconded by Lewis, to table the estimates until further estimates and revisions are received. Motion carried with unanimous approval by the Board of Directors

**VII. NEW BUSINESS**

**a. Rules and Regulations**

Motion by Terence, seconded by Lewis, to approve the proposed revisions to the Rules and Regulations except for the restriction on the number of guests at the recreation areas. Motion carried with unanimous approval by the Board of Directors.

**b. Sarrell, Sarrell and Bender**

Motion by Terence, seconded by Lewis, to sign the agreement with Sarrell Sarell and Bender to carry out the everyday functions of the HOA. Motion carried with unanimous approval by the Board of Directors.

**c. Panel Replacement and Pillar light repair**

Motion by Lewis, seconded by Melody, to approve the estimate from Lewdi Electric to replace the panel in the east clubhouse and to fix the pillar lights. Motion carried with unanimous approval by the Board of Directors.

**d. Budget Adjustment**

Motion by Terence, seconded by Lewis, to amend the budget and move \$800 out of general reserves to cover the increase in management fees, also to move \$16, 574 from the reserve funding to the tree maintenance budget to cover the needed tree repair along Hampton Drive and La Fontana. Motion carried with unanimous approval by the Board of Directors.

The board meeting adjourned at 8:41 pm.