

# **AVERY PARK HOMEOWNER'S ASSOCIATION BOARD OF DIRECTOR'S MEETING MINUTES**

Saturday, January 29, 2022

Conducted In Person at St. Albans Anglican Cathedral

Former President Michele Marino called the meeting to order at 11:11am.

Directors in attendance:

- Michele Marino, Danny Kavanaugh, Christina Higley, Josh Hogan, Mark Mahan
- Michelle Carey represented Mark Management

Members in attendance:

- Kathryn Saugstad
- Debbie Waterhouse

## **NEW BOARD MEMBERS WELCOMED AND ROLES ASSIGNED:**

**Board members elected to a two-year term will serve as follows:**

Christina Higley will serve as President.

Danny Kavanaugh will serve as Vice-President.

Mark Mahan will serve as Secretary.

Josh Hogan will serve as Treasurer.

Michele Marino will serve as Director at Large.

## **FINANCIAL REPORT:**

Financial report for December was given during the annual meeting and was accepted at that time.

## **COMMITTEE REPORTS:**

**ARB:** As discussed during annual meeting, ARB and board will look into additional shingle manufacturer options after concern was raised by residents of community regarding cost and availability of roofing materials from a single supplier.

**CLOCK:** No report.

**GROUNDS:** No report.

**RETENTION POND:** Bill Bishop will continue to work on the retention pond. Karen Bishop is stepping down from pond clean up. Bryn Higley and family will step in to be responsible for clean up around the pond moving forward.

**ENTRY GATE & POOL:** Pavers by the pool and gazebo will be scheduled for repair pending contractor availability; pavers by front entrance are tentatively scheduled to be redone following the completion of road resurfacing project.

**FENCE/GAZEBO/PLAYGROUND:** No report.

**SOCIAL:** Lara Mangiarelli and Christina Higley will be co-chairing committee. Will be publishing calendar for 2022 with Brad.

**NEWSLETTER:** January newsletter went out. Michele Marino will continue to write the newsletters pending no one else in community offers to take on the role.

**WELCOME:** Courtney Kavanaugh has stepped down and Jill Henry will be taking over.

**WEBSITE:** No report.

**COVENANT COMPLIANCE:** Christmas lights need to be removed. Friendly reminders will be sent to remove Christmas lights from homes/bushes where they still remain.

Discussion of A/C units and water softener units being hidden per covenants. Numerous units have had shrubbery planted in front of them that needs time to mature and cover units. If an attempt to cover units has been made, board will allow time for shrubbery to grow and consider those units compliant.

Discussion of outstanding 2021 compliance issues discussed. Homeowners still not in compliance from 2021 will be receiving follow up communication (final notices) or be sent to fining committee.

Review of January inspection report completed and 13 letters will be issued.

**JANUARY YARD of the MONTH:** 213 Burgess Drive

**OPEN DISCUSSION:**

No open discussion.

**NEXT BOARD MEETING:** Next board meeting will be held Tuesday, February 15, 2022 at 7pm at Mahan residence (410 Park Lake Drive).

**ADJOURNMENT:** With no further business, a motion to adjourn the meeting was made at 12:18pm by Christina Higley and seconded by Michele Marino.

Respectfully Submitted,

Christina Higley  
Former Secretary / President

**ACTION BY UNANIMOUS WRITTEN CONSENT OF THE BOARD  
OF DIRECTORS OF AVERY PARK HOMEOWNERS' ASSOCIATION, INC.**

The undersigned, constituting all of the duly elected and/or appointed directors of the Avery Park Homeowners' Association, a Florida Not-For-Profit Corporation, hereby take the following action by unanimous written consent, in accordance with Section 617.0821, *Florida Statutes*, and Section 5.7 of the Association Bylaws:

The Directors have reviewed and considered the following matter:

1. Minutes of the January 29, 2022, board of directors meeting.

After evaluation of the matter(s), the undersigned directors give their unanimous written consent to the adoption of the following action:

**RESOLVED**, that the Minutes of the January 29, 2022, board of directors meeting are approved, a true and correct copy of which is attached as Exhibit "A."

**FURTHER RESOLVED**, that the Officers of this Corporation are authorized and directed to take such action and to execute such documents as they may deem necessary and proper to carry out the purpose and intent of the foregoing action.

This Written Consent Action may be executed in counterparts and shall be effective for all purposes on the date of the last director's execution hereof.

Directors:

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