

**Georgetown East HOA**  
**MEETING TO TABULATE VOTES FOR**  
**AMENDMENTS TO THE DECLARATION,**  
**& BOARD OF DIRECTORS MEETING**  
**February 7<sup>th</sup>, 2023 – 6:00 PM**  
**Meeting Minutes**

**BOARD OF DIRECTORS MEETING**

**1. Call To Order**

Meeting called to order by Dan Kistel at 6:08 pm. Meeting was held at Ameri-Tech Community Management at 24701 US Highway 19 North, Suite 102 in Clearwater, FL, and via Zoom. Present were board members Dan Kistel, Jane Rakestraw, Roth Block, Victoria Romero Lara, Pamela Bell, and Alan Douglass, and property manager Amber Massotto and Robert Kelly from Ameri-Tech. Several homeowners were present in person.

**2. Certify Quorum Of The Board**

There is a quorum of the Board, with 6 of 6 directors present.

**3. Certify Proof Of Notice**

Notice was posted on property by Dan Kistel.

**4. Approval Of Consent Agenda**

- a. Minutes for 1/10 meetings approved.
- b. Committee Reports – Architectural Standards – Report submitted.
- c. Manager’s Report Approved – See Following Notes On Manager’s Report –

Motion to approve consent agenda, all in favor.

Manager’s Report –

**Meetings:**

Annual meeting, organizational meeting, and February BOD meetings to be held on February 7, 2023 beginning at 6:30 pm.

## Water Usage / Sprinkler Timers / Electrical:

MuGrow has addressed all needed repairs and the sprinkler timers and sensors are fully operable. The sprinkler timer schedule is as follows:

### Controller on wall:

3 zones @ 30 min per zone, starts at 12 a.m, Monday, Wednesday and Friday

### Controller in the back:

8 zones, only 2 with programmed time (roadside), zones 1 and 2 for 30 min, starts at 4 a.m, on Monday, Wednesday, and Friday

### Controller on sign:

2 zones, 30 min per zone, starts at 5 a.m, on Monday, Wednesday and Friday

## Outstanding compliance issues:

- 504 Westborough Ln.: Clean roof, repair facia & gutters, repaint house. Escalated to third level. **I have requested updates with a plan and dates for completion of all items from the property management company with no response. Email sent on 1/10 letting them know this will go to the attorney next. I'm hoping for a response.**
- 503 Haverhill Ln.: Homeowner cleaned most of the ferns from the roof, however there was 1 small one remaining. Sent a new 1<sup>st</sup> notice. **Homeowner says this is completed. Violation to be closed out upon satisfactory inspection.**
- Walls & Fences: We have compiled a list of all walls and fences on property that should be addressed. Roth, Victoria, Dan, and Amber have inspected all violations. Letters to go out this month.
- Roof Maintenance: List of roof maintenance items to be updated after property walk.

## Erosion Repairs:

J Bolt completed repairs to the Roxbury pond; it just needs additional fill dirt. The Marshall Street pond repair was started, however they could not complete the repair because the water level was too high. They will be coming back in late February or early March to complete before the rainy season starts. J Bolt will be out to install caution tape around the area.

## Collections:

Delinquent accounts that are at attorney's office for collections were discussed. Liens are filed and collections pursued until all balances are paid in full.

## **5. Treasurer's Report**

Roth presented his breakdown and analysis of the January 2023 expenses.

## **6. Follow-Up Business**

- a. Resident Comments On A Specific Item – 3 Minutes Per Resident - No comments.
- b. Update On Non-Compliance Letters – Covered in manager's report. 504 Westborough has cured many of the outstanding violations.

- c. Walls and Fences Task Force Update & Approval of Walls & Fences Manual – Manual document is completed. Alan Douglass commented that he has additional documentation regarding walls & fences, however he has been unable to send the information to Amber due to the file being too large to send. Motion to approve the attached walls & fences manual by Roth, 2<sup>nd</sup> by Pam. Alan voted not in favor. All else in favor.

## **7. New Business**

- a. Resident Comments On A Specific Item – 3 Minutes Per Resident – No comments.

## **8. General Questions & Comments From Residents – 3 Minutes Per Resident**

No comments.

## **9. Meeting Adjourned**

Motion to adjourn meeting by Jane, second by Roth. All in favor. Meeting adjourned at 6:35 pm.

# **MEETING TO TABULATE VOTES FOR AMENDMENTS TO THE DECLARATION**

## **1. Call To Order Of Meeting Recessed On January 10<sup>th</sup>, 2023**

Meeting called to order by Dan Kistel at 6:35 pm. Meeting was held at Ameri-Tech Community Management at 24701 US Highway 19 North, Suite 102 in Clearwater, FL, and via Zoom. Present were board members Dan Kistel, Jane Rakestraw, Roth Block, Victoria Romero Lara, Pamela Bell, and Alan Douglass, and property manager Amber Massotto and Robert Kelly from Ameri-Tech. Several homeowners were present in person.

## **2. Certify Proof Of Notice**

Notice was posted on property by Dan Kistel.

## **3. Certify Proxy / Ballots & Establish A Quorum Of The Membership**

Quorum of membership met, with 93 proxies / ballots.

## **4. Appointment of Person(s) To Assist In Counting Votes**

Amber Massotto with Ameri-Tech.

## **5. Tabulation Of Proxy / Ballots**

81 "Yes" votes are needed to pass any one amendment. There were originally 72, and are currently 93 total proxies / ballots received. Amendment #1 / a has 86 yes votes and 7 no votes, and was previously passed. Amendment #2 / b has 85 yes votes and 8 no votes, and was previously passed. Amendment #3 / c has 81 yes votes and 12 no votes, so has passed. Amendment #4 / d has 84 yes votes and 9 no votes, and was previously passed. Amendment #5 / e has 83 yes votes and 10 no votes, so has passed. Amendment #6 / f has 89 yes votes and 4 no votes, and was previously passed.

## **6. Announcement Of Vote By Proxy / Ballot**

Amendment #1 – Previously Passed; Amendment #2 – Previously Passed; Amendment #3 – Passed; Amendment #4 – Previously Passed; Amendment #5 – Passed; Amendment #6 – Previously Passed. Motion to ratify votes / amendments by Victoria, 2<sup>nd</sup> by Roth. All in favor.

## **7. Adjournment**

Motion to adjourn by Roth, 2<sup>nd</sup> by Victoria. All in favor. Meeting adjourned at 6:37 pm.