

River Oaks Homeowners Association, Inc..

c/o Paramount Property Management

Board of Directors Meeting Minutes – April 24, 2018

The Board of Directors Meeting of River Oaks Homeowners Association was held on April 24, 2018, at 4:00pm, at the office of Paramount Property Management located at 5629 Strand Blvd. Suite 412, Naples, FL 34110.

DIRECTORS PRESENT

Mary Gail Gerebenics, President
Tony Bower, Vice President
Nancy Crosby, Treasurer
Clauida Keeler, Secretary
Lynn Frances Chandler, Director
Anthony Berk, Director

ALSO, PRESENT

Guillermo Ruiz, Manager, Paramount
John Steffan, 178 Oakwood Court

CALL TO ORDER

Noting that a quorum was present, the meeting was called to order at 4:01 PM by Ms. Chandler.

PROOF OF NOTICE

Notice of the meeting was posted in accordance with Florida State Statutes.

REVIEW & APPROVAL OF MINUTES

No minutes to review and approve.

OLD BUSINESS

No old business to discuss.

NEW BUSINESS

Choose volunteer (s) to fill vacancy

Ms. Chandler motioned to appoint Tony Bower to the board. Ms. Gerebenics seconded the motion and it carried unanimously.

Name	Term expiration date
Mary Gail Gerebenics	2019
Tony Bower	2019
Nancy Crosby	2019
Clauida Keeler	2019
Lynn Frances Chandler	2019
Anthony Berk	2019

River Oaks Homeowners Association, Inc..

c/o Paramount Property Management

Board of Directors Meeting Minutes – April 24, 2018

Election of officers

Mrs. Keeler motioned to elect the officer of the association as shown the chart below. Ms. Chandler seconded the motion, and it carried unanimously.

Name	Position
Mary Gail Gerebenics	President
Tony Bower	Vice President
Nancy Crosby	Treasurer
Clauida Keeler	Secretary
Lynn Frances Chandler	Director
Anthony Berk	Director

Board member certification form

All board members certified in writing that they read the association’s declaration, articles of incorporation, bylaws, and will work to uphold such documents and policies to the best of their ability and that they will discharge their fiduciary responsibility to the association’s members.

River front tree problem

There was a general discussion about trees that fell into the river at 178 Oakwood Court and 174 because of Hurricane Irma.

The owner of 178 Oakwood Court petitioned to the board to split the cost to remove the tree that fell in river behind his house.

Ms. Chandler volunteered to read the governing documents for direction as to what are the area(s) where the association can force a unit owner to complete maintenance.

Cul de sac maintenance

- **Outdoor Perfections invoice 14070 dated April 13, 2018**
The board unanimously agreed to approve payment for this invoice for mulching Forestwood cul de sac.
- **Landscape maintenance**
Mr. Berk volunteered to obtain a landscape maintenance agreement from Outdoor Perfections to codify the agreement the association and the landscape company are operating under.
- **Mulch the cul de sac areas**
The board unanimously voted to hire Outdoor Perfections to mulch the remaining four cul de sac areas. Outdoor Perfections will charge \$5.50 per bag of mulch installed. Ms. Keeler is to arrange to complete the work right away.

River Oaks Homeowners Association, Inc..

c/o Paramont Property Management

Board of Directors Meeting Minutes – April 24, 2018

NEXT MEETING DATE

The next board of directors meeting is scheduled for May 21, 2018, at 3:00pm, at the office of Paramont Property Management located at 5629 Strand Blvd. Suite 412, Naples, FL 34110.

ADJOURNMENT

With no further business to conduct, Mrs. Keeler motioned to adjourn the meeting, seconded by Mr. Berk. The motion passed, and Ms. Gerebenics adjourned the meeting at 5:46pm

DIRECTIVES MADE BY THE BOARD

1. None made.

ITEMS FOR THE NEXT MEETING’S AGENDA

1. Newsletter

ITEMS FOR THE NEWSLETTER

1. To be determined

Task	Assignee	Date Assigned	Due Date	Completion Date	Comments
Direction as to what are the area(s) where the association can force a unit owner to complete maintenance	Lynn Frances Chandler	20180423	20180521		
Mulch four cul de sacs	Claudia Keeler	20180423	20180521		
Obtain a landscape maintenance agreement from Outdoor Perfections for River Oaks HOA	Anthony Berk	20180424	20180521		

Prepared by: Guillermo Ruiz, Community Association Manager

River Oaks Homeowners Association, Inc. –
Claudia Keeler, Secretary