

**Oceanview Estates Owners Association
Annual Meeting Minutes
January 22, 2020**

Directors Present: Brenda Singer (President), Larry Davis (Treasurer), Steve Herbert (Vice President), Susan McGrath-Smith (Secretary)

Owners Present: 11

Welcome, Call to Order

Brenda Singer called the meeting to order at 6:05 pm

The Minutes of the 2019 Annual Meeting were read and discussed. Larry Davis explained that Tract B referred to in the Minutes is the property at the front entrance to Oceanview; the Association maintains the parcel to keep it clean, although the adjacent homeowner's property line does extend into the tract; the financial impact of including the homeowner's portion of the parcel is negligible.

Upon a motion duly made by Lou Mazzeo and seconded by Steve Herbert and unanimously carried, it was RESOLVED that the minutes of the 2019 Annual Meeting be approved as presented.

Treasurer's Report

Larry Davis presented the 2020 Annual Budget and 2019 Financial Report.

- One homeowner failed to pay 2019 dues on time; the matter was sent to a Collection agency. The dues plus interest were recovered and the homeowner paid the \$500 attorney's fee.
- To date, 33 homeowners' checks for 2020 dues have been deposited; 4 checks were received by the Treasurer at the 2020 Annual Meeting. Late fees will be applied after January 31, 2020; interest accrues at 15% after February 29, 2020. To ensure that dues are applied correctly to the current year by the accounting system, checks will be recorded as deposited on January 1, 2020 or thereafter.

2019 Financial Report

- Most line items were close to budget: insurance was a little less; printing costs were higher due to the year-end mailing, which required numerous sheets of paper.
- Accounting Cloud software is \$32/month
- Pond maintenance is \$104/month
- Electric bill applies to power for the front entrance
- Sewer & water bill is for water for the front and back entrances
- 2019 landscape improvement involved new plantings at the front entrance; some plants failed, but will be replaced in spring 2020
- \$200 was spent on amber covers for the front entrance lights to comply with May 1-October 31 turtle season City Code; the covers failed; a new solution is being sought for 2020 turtle season
- Expenses exceeded income from dues by \$1400 in 2019, requiring use of funds from retained earnings

2020 Budget

- To balance income and expenses in the current year, at the November 2019 Budget Meeting, dues were raised by 10% for 2020 (the last increase was in 2013); 10% is the maximum increase that can be made with Board approval only; an increase greater than 10% would require a vote

- \$2300 allocated for 2020 palm tree trimming, which is scheduled annually; homeowners asked to let the Board know if an Association palm tree dies, so that the decision can be made about replacement – several trees have been replaced over the years with Cabbage Palms substituted for the original Washingtonia Palms

President’s Report

Brenda Singer presented her report.

Old Business

- A new Oceanview sign was installed at the back entrance in 2019; new plants and electrical outlets were installed during the year just past.
- The City of Fernandina Beach made repairs to sidewalks and some curbs. Brenda Singer is endeavoring to find out whether the Street Maintenance Department will be making further repairs in 2020. Homeowners are encouraged to use the City’s website (www.fbfl.us) to report street maintenance concerns, and to contact Florida Public Utilities (800.427.7712) to report faulty streetlights.
- The December mailing to homeowners included updated Architectural Review Committee (ARC) procedures. The ARC changes are required by Florida State Law. Homeowners are reminded that they must submit applications to the ARC for any exterior home changes, as detailed in our by-laws. Applications must be submitted electronically to the ARC Chair, who will schedule an HOA community meeting; 14 days’ notice of the meeting is required, with notice posted on the back-entrance board. Homeowners are asked to allow ample time for the process when submitting applications. Homeowners are reminded that the Board is required by law to enforce by-laws. Projects undertaken without ARC approval may be subject to a stoppage order and required to return the property to its original state at the homeowner’s expense.
- The Oceanview Estates Owner Contact Directory was mailed in December 2019. If you have changes to your listing or if you do not want your information to be shared with the Association, please contact Susan McGrath-Smith.
- The new Oceanview Estates Owners Association web site will be ready in spring 2020. Homeowners will be notified when it is live.
- The 2019 Community Yard Sale had 8 households participating.

New Business

- A 2020 Community Yard Sale will be planned for late spring. A 2020 Community Block Party will be considered, if there is interest, and if volunteers can be found to organize it.
- A special meeting will be held to discuss the difference in dues for properties that are on the pond vs. properties not on the pond. For 2020, pond homeowners’ dues are \$319, while non-pond dues are \$255. The different fees were established in the original Oceanview covenants; there was a \$40 difference in dues in 1995, while today the difference is \$64. Homeowners are encouraged to attend the special meeting to express views and help determine the way forward regarding pond vs. non-pond dues. Any change to the covenants concerning dues will require a vote with 2/3 of homeowners participating. Meeting date/time will be announced.
- Work is commencing to update covenants and by-laws by 2025, as required by Florida State Law.
- Homeowners are encouraged to let Brenda Singer know if they would like to form an active Neighborhood Watch in collaboration with the Police Department; we currently have signs but no active organization.
- Keep Nassau Beautiful has established a “free trees” program; details will be posted on the back-entrance notice board for anyone who might wish to acquire trees for their home.
- Homeowners are encouraged to take an active role in the Owners Association. Anyone interested in playing a role on the Board or a Committee is asked to contact Brenda Singer.

- Violations of by-laws are being addressed. A pervasive problem is visible trash cans. As a first step, deficiency letters will be sent to homeowners whose properties are out of compliance with by-laws.

There being no additional items from the floor, a motion was made to adjourn. The meeting adjourned at 7:40 pm.

Submitted by Susan McGrath-Smith, Secretary