

MINUTES

Sand Bay Homeowners Association Board of Directors Meeting

Date: August 12, 2023

Carol Malfa called the meeting to order at 8:40 AM.

IN ATTENDANCE

Board: Carol Malfa, Austin Smith, Alen Bradaric, Tom Wibert, MaryKay Zimmerman

APPROVAL OF MINUTES

Minutes from July 15, 2023, were read and approved.

PENDING SALES IN COMMUNITY

Lot 22, 2249 Sand Bay Drive has been sold.

Lot 21, 2253 Sand Bay Drive has been sold. Estoppel fees are complete.

ESTOPPEL FEES

Board unanimously agreed that future Estoppel preparation fees remain at \$250.00. No add-on fees will be applied.

WIX WEBSITE

Carol discussed her work on updating the Sand Bay HOA Website. She asked that board members look at the site. More community photos could be included. Upon completion of updates, Carol will provide instruction to Karen Edwards who has agreed to maintain the site.

STATUS OF PONDS

A representative from Florida Friendly Landscaping (UF/IFAS Extension Office), Kathryn Kaste, visited our neighborhood on August 2, 2023. Her assessment is that the pond appears to be healthy. She gave recommendations to further protect ponds by removing torpedo grass (accomplished by spraying), installing water vegetation for filtration, as well as leaving an unmowed buffer of ten feet to provide a sturdier bank around the pond. This action will need to be discussed with neighbors who own this property.

Done in compliance with original permit, the spillway repairs should be completed when water levels are lower. Planting water edge vegetation should follow to take advantage of rains as season progresses.

Tom suggested installing metal grates on either side of spillway to prevent erosion of banks, as well as removing overgrown vegetation at spillway site.

UPDATE SIGNATURES AT BANK

Carol, Alen, and Austin will meet at Achieva Credit Union on August 16, 2023. Currently Austin only has permission to sign checks on behalf of the HOA. Others will obtain the same permission. Austin wrote checks for reimbursements owed at this time.

STATUS OF HOA DUES PAYMENTS

Alen provided update. As of this date, there are six HOA lots that remain unpaid, interest accruing. Lot 37 (Daniels) is paid, but they did not add interest charges owed. Lot 49 (Kriston) is now up to date on her monthly payments. Alen printed past due invoices which will be sent via certified mail.

Alen also noted that the yearly rental for our Post Office box is due.

HOA MEMBERSHIP LIST

MaryKay will update the list as information on new homeowner's is known and will distribute list to board members.

HOME EXTERIOR APPEARANCES

The board discussed how to respectfully communicate with neighbors concerning the appearance of front yards in our community. Tom will draft a form letter for board approval. He suggested that a letter be sent to the owner of Lot 26 (Rodrigues de Miranda) regarding their broken garage window.

Tom also suggested that a letter be sent to all residents with a reminder of yard rules, as stated in HOA guidelines. He also recommended taking date-stamped photos of violations for HOA records.

NEW BUSINESS. None.

NEXT MEETING

The next HOA board meeting will be held on Saturday, September 23, 2023, at 8:30 AM. Motion to adjourn was made at 9:54 AM. and was passed unanimously.

Respectfully submitted.

MaryKay Zimmerman
Secretary