



# Park on Florence HOA, Inc.

Broken Arrow, OK

## Board Meeting Minutes

**Date of Meeting:** Monday Jan 12, 2016 at 6:45 pm

**Location:** 3600 S. Chestnut Avenue, Broken Arrow, OK 74011

**Minutes Prepared by:** ME & MN

### 1. PURPOSE OF MEETING

#### 1.1. ANNUAL MEETING

#### 1.2. OLD BUSINESS

#### 1.3. NEW BUSINESS

### 2. ATTENDANCE AT MEETING

#### 2.1. BOARD MEMBERS

<i>Name</i>		<i>Title</i>	<i>Present</i>
Mark Eley	(ME)	President	Y
Bud Heck	(BH)	Vice President	Y
Mauri Neese	(MN)	Secretary	Y
Julie Hogan	(JH)	Treasurer	Y
Donetta Eley	(DE)	Member-at-Large	N
Sherri Culbreath	(SC)	Member-at-Large	Y
vacant		Member-at-Large	-

#### 2.2. CONTRACTORS

<i>Name</i>		<i>Title</i>	<i>Present</i>
Sharon Pruitt	(SP)	Owner, Asset Management	Y
Tim Studebaker	(TS)	Attorney	N

#### 2.3. PUBLIC: #

list names and (initials) if referenced later

### 3. MEETING SCHEDULE

#### 3.1. CALL TO ORDER

- Meeting called to order by ME at 6:45 pm.



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### 3.2. ROLL CALL

- 10 IN ATTENDANCE

### 3.3. SECRETARY'S REPORT

- The minutes from the last meeting were reviewed by ME and a motion was made BH to accept as read, seconded by Jack Hogan. The vote to accept passed.

### 3.4. TREASURER'S REPORT

- The Dec Operating report was reviewed, motion to accept ME, second BH, motion passed.

### 3.5. OLD BUSINESS

- Outdoor Solutions did the fall planting in the flower beds as the board voted upon in the Oct meeting, flowers appeared to be done as promised.
- Board voted in October to have Outdoor Solutions do the Christmas lights at the Florence St entrance, the light were done to most satisfaction. Going forth Outdoor Solutions will be installing, maintaining, and removing, and storing the decorations yearly.

### 3.6. NEW BUSINESS

- Spring flower planting was discussed and it was agreed upon that there would be time to discuss further on the flower selection at the April meeting.
- Removal of overgrown trees at the Florence St entrance – Outdoor Solutions submitted a bid of \$500 for the removal of the 4 large cedar trees. After a lengthy discussion by all present it was the consensus to have the landscape contractor trim the trees back off the sidewalk in an attempt to salvage them. Future action on removal of the trees will be postponed for now.
- POF Storage Locker- POF HOA currently is paying \$660/yr for a storage locker to store old Christmas decorations and a few small signs associated with the HOA. Many of the decorations are faded, have lights that don't work, or are just looking ratty. During discussion with all present it was agreed upon to salvage a large wreath being stored, but the remainder of the decorations will be sold ASAP, given to charity, or placed in trash. (ME) agreed that he could store the signs at his residence for easy access when needed.

### 3.7. BOARD MEMBER COMMENTS

There was a question asked by a member present what the money the HOA has in reserve is to be used for. (SP) informed them it is to be used for needed maintenance on the watering system, entrance lights/electrical, the large wall on Florence St, or any other unforeseen item needing attention that is not budgeted for.



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### 3.8. PUBLIC COMMENTS

Suggestions from non-board members for consideration.

## 4. ADJOURNMENT

### 4.1. NEXT MEETING

- Quarterly Meeting – Monday April 4, 2016 at 6:45 pm. Location: BA South Library, 3600 S. Chestnut Ave. Broken Arrow, OK 74011

### 4.2. OBJECTIVES: REGULAR BOARD MEETING

- Adjourn. Time: 7:25 pm

## 5. ACTION ITEMS

<i><b>Action</b></i>	<i><b>Assigned to</b></i>	<i><b>Due Date</b></i>
Publish Quarterly Newsletter	ME	Feb 2016
Meeting Minutes	ME & MN	Next Meeting
Liens / Dues Update	SP	Next Meeting