



# Park on Florence HOA, Inc.

Broken Arrow, OK

## Annual Meeting Minutes

**Date of Meeting:** Tuesday October 11, 2016 at 6:45 pm  
**Location:** 3600 S. Chestnut Avenue, Broken Arrow, OK 74011  
**Minutes Prepared by:** MN

### 1. PURPOSE OF MEETING

1.1. ANNUAL HOA MEETING – 2017 BUDGET AND ELECTION OF OFFICERS

1.2. NA

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	N
Vacant		Vice President	
Mauri Neese	(MN)	Secretary	Y
Julie Hogan	(JH)	Treasurer	Y
Donetta Eley	(DE)	Member-at-Large	N
Sherri Culbreath	(SC)	Member-at-Large	N
New Chris Lemley	(CL)	Member-at-Large	Y

#### 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 MN at 6:45 pm.

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**3.2. ROLL CALL**

7 IN ATTENDANCE

**3.3. SECRETARY'S REPORT**

- The minutes from the October quarterly meeting were reviewed by MN and a motion was made by Jack H to accept as read, seconded by JH.

**3.4. TREASURER'S REPORT**

- Included below with 2017 Budget discussion.

**3.5. OLD BUSINESS**

- NA.

**3.6. NEW BUSINESS**

- Landscape Plan from 4 yrs ago has been located and available for review. There was discussion by attendees about the need for any changes. No one signed the sheet for a committee to review existing plan. SP reviewed costs of the previous plan. Any changes may involve extra cost which does not appear necessary or needed at this time. LH asked about the grass being cut so short in the 111<sup>th</sup> street side of the entrance area. Explanations were given as possible reasons. E.g. the difficulty of manicured lawns versus steet side areas. There was discussion and general agreement that our present situation was adequate and well maintained by Outdoor Solutions. CL made a motion that current landscape plan continue and to table any further changes indefinitely. RH seconded, motion carried.
- Presentation and Review of 2017 Budget. SP reviewed cumulative Jan – Sep 2016 operating report and the proposed 2017 budget. SP answered numerous questions from members concerning insurance costs and other numbers from the budget. Adjustments were made to the 2017 line item for insurance. JH made a motion to accept the budget with corrections, CL seconded. Motion carried.
- Election of 2017 officers. MN updated attendees on Vice president resignation. MN solicited nominations for all positions. None were offered. JH asked if the present officers were willing to continue. MN confirmed that ME was willing to continue as President, myself as the Secretary and JH as treasurer. Chris (Christian) Lemley was willing to be nominated for the additional Member at Large position. It was assumed that DE and SC would continue as Members at Large. JackH made a motion to accept the existing officers plus additional member at large. CL seconded. Motion carried. Vice President remains vacant.



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**3.7. BOARD MEMBER COMMENTS**

- MN encouraged attendees to look for neighbors in the POF community who might be interested in attending and possible participation as officers.

**3.8. PUBLIC COMMENTS**

Suggestions from non-board members for consideration. None.

**4. ADJOURNMENT**

**4.1. NEXT MEETING**

- Quarterly Meeting – (Tentative) Monday January 9, 2017 at 6:45 pm. Location: BA South Library, 3600 S. Chestnut Ave. Broken Arrow, OK 74011. MN checked with library who had the date on their calendar of reservations.

**4.2. OBJECTIVES: REGULAR BOARD MEETING**

- Adjourn. Time: 7:14 pm

**5. ACTION ITEMS**

<i>Action</i>	<i>Assigned to</i>	<i>Due Date</i>
Pass budget information to ME	MN	Nov 2016
Meeting Minutes	MN & ME	Next Meeting
Liens / Dues Update	SP	Next Meeting

