

Silver Oaks Homeowner's Association – Phase 1 Board Meeting

August 10, 2004

Location:

Davidson Middle School

In Attendance:

Tom Calhoun	423-0178	tcalhoun@woodlawnbaptist.com
Barbara Cole	682-5283	franzcole@cox.net
Joe O'Neill	682-4654	josephroneill@cyou.com
Dan Taylor	683-4122	jdandmstaylor@cox.net
Mike Zoltek	689-8598	mzoltek@anobles.com
Darren Etheridge		detheridge@clerkofcourts.cc

Absent:

Lou Gennaro	682-5368	louis.gennaro@cox.net
Ed Santos	682-2911	hmd5859@cox.net

Minutes:

The meeting was called to order at 6:28.

Old Business:

- 1) Minutes from last meeting – Mike Zoltek
A motion was made by Tom to accept the minutes from July 04 as written. Second by Dan.
The motion was approved
- 2) There is no new information available on the two cases of outstanding dues.
- 3) Storage space is now available for Association owned items. Thomas and Mike have the keys.
- 4) A motion was made by Barbara to get rid of the safety deposit Box. Second by Darren.
The motion was approved.
- 5) Barbara agreed to look into the status of the front entrance lighting with King Electric.
- 6) Darren and Mike agreed to take the developers advertising sign at the front entrance down.

New Business:

- 1) Treasurers Report - Tom Calhoun
A motion was made by Dan to accept the treasurers report as presented. Second by Darren.
The motion was approved. (See attached Schedule of Current Assets.)
- 2) A motion was made by Dan to allow \$60 for the procurement and installation of a new rain sensor for the front entrance sprinkler system. Second by Tom.
The motion was approved.
- 3) The Phase 2 board of directors have voted to allow continued usage of the community pool by phase 1 residents. They will come up with a system for payment and access.
- 4) Phase 2 homeowner's association meetings are on the 4th Saturday of each month at 8am at Harvest Life Church.
- 5) The annual meeting was discussed. Mike provided a draft letter which is still in work. We are looking to approve this letter at the next meeting. The yearly meeting is to be scheduled for 13 November 2004. The notification letter will include a proxy form (Mike) and a summary of 2004 activities (Joe). This package will need to be approved at the next meeting.
- 6) Thomas agreed to find out the cost of Mr. Scott mailing out the meeting notices.
- 7) Mike and Thomas are working out the dual signature issue with Am South bank.

- 8) A motion was made by Dan to authorize \$50 for the purchase of additional flowers at the front entrance. Second by Thomas.
The motion was approved.
- 9) The new web site is up. The URL is www.silveroaksfl.com
- 10) Street reps will be needed to help with the organization of the annual meeting. We may need to update our street rep list.
- 11) It was noted that it is important that all types of subdivision incidents (vandalism, etc.) be reported in order to get increased patrols.
- 12) Darren volunteered to be Vice President and a member of the Architectural Review Committee. A motion was made by Thomas to appoint Darren to these positions. Second by Barbara.
The motion was approved.

The meeting was adjourned at 7:42.

**Silver Oaks Homeowner's Assoc.
Schedule of Current Assets
July 31, 2004**

Cash on Hand & In Banks

General Fund Bank Balance
Responsibilities Fund
Projects Funds Reserve
Special Reservd Main Fund
Emergency Reserve Fund

\$	28,166.06
	1,321.63
	6,000.00
	489.79
	<u>3,591.51</u>

Total Cash on Hand & In Banks

\$ 39,568.99



Silver Oaks Phase 1
Home Owner's Association
Architectural Committee
P.O. Box 1542
Crestview FL 32539

ANNUAL HOMEOWNER ASSOCIATION MEETING

WHEN: 13 Nov 2004

TIME for the MEAL: 5PM to 6:15PM

ANNUAL MEETING WILL START PROMPTLY at 6:30PM

LOCATION: DAVIDSON MIDDLE SCHOOL, CAFETERIA.

The Board plans to serve ham, turkey, and drinks. All homeowners attending are asked to bring a side dish of deserts, salads, or chips as arranged with you street representative. Your street representatives are: Calumet Court - _____; Hunting Meadows - _____ and _____; Saratoga Drive - _____; Pinto Lane - _____; Palamino Trail - Linda Zoltek; Sorrel Ridge - _____ and _____. Additional street representative information is on the Homeowner's Website at <http://www.silveroaksfl.com/>

Please attend as we need a minimum of 36 voting homeowners (one per household) to conduct our annual business. Your participation in this event is appreciated and necessary.

Business to conduct:

- 1) Update on 2004 Board of Directors Activities.
- 2) Elect four (4) Board members: currently Three members terms are expiring one Board member resigned his position in July. Each position will carry a three year term, except for the term of the member who resigned which will carry a two year term.
- 3) Ideas from homeowners the Board should consider for action. Past ideas have been: neighborhood watch and neighborhood beautification.
- 4) If you cannot attend the meeting you may provide a proxy to the association by mail designating **an individual** to vote for you on any items presented at the Annual Meeting. All proxies must be mailed to the Association P.O. Box Address and postmarked no later than October 31, 2004. **You may only designate homeowners in Silver Oaks Phase. You may also designate a currently serving board member on your proxy.**

Hope to see you at the annual meeting. Your suggestions will be collected at the meeting.

Mike Zoltek

mzoltek@anobles.com

President, Board of Directors

Silver Oaks Homeowner Association Phase I