

HOA Board of Directors Meeting Minutes

Meeting Details

Association Name	Magnolia Glen
Meeting Type (Regular / Special / Annual / Emergency)	Board of Directors Regular Meeting
Date	8 Sep 2025
Time	16:00
Location	5545 Micanopy Dr

1. Call to Order

Time Called to Order	16:00
Called By	J.P. Bell

2. Roll Call / Attendance

Use the following format for roll call:

Role	Name	Present (✓) / Absent (✗)
President	JP Bell	✓
Vice President	Ruben Relorcaza	✗
ARC	Donna Criss	✓
Treasurer	Carl King	✓
Secretary	Pamela Dampeer	✓

3. Approval of Previous Minutes

Date of Previous Meeting	14 June 2025
Corrections Made (if any)	

4. Old Business

Use the table below to describe ongoing items discussed:

Item	Discussion	Action Taken	Responsible Party
Retention Pond MX	Contact Fowler Tractor Works	Contacted Fowler & Retention Ponds cleaned	Secretary; Treasurer
Common Grounds MX	Check on last payment		Treasurer

HOA Insurance	Get copy to BOD		Treasurer
ARC Violation	CC&R Violation	Notify homeowner of violation	President/VP

5. New Business for next HOA Board Members meeting

Use the table below to describe new agenda items:

Item	Discussion	Decision
Create Agenda for HOA Meeting	Items to add to the agenda	<ul style="list-style-type: none"> Add Gate Timing cost (\$250-300) to budget Inform residents of increase of HOA Fees for CY2027
Gate Issues	Issues with shocking and calls	Need to call for gate maintenance
Outstanding Fees	4/5 people late on HOA fees	<ul style="list-style-type: none"> Carl to provide names to JP on residents with outstanding dues Ask Ruben to write letter to residents with outstanding dues
Next meeting	Meeting 8 Nov/1pm	<ul style="list-style-type: none"> Next HOA annual meeting at 5640 Micanopy Dr on Nov 8/1pm
Outsource HOA	Discussed using fees to pay for outsourcing HOA	<ul style="list-style-type: none"> Need to contact Etheridge and other property managers for cost to take over HOA activities
Fine Committee	Discussed need for volunteers for committee & outsourcing	<ul style="list-style-type: none"> Address Fine Committee requirement Have independent organization (Etheridge/Paralegal) sent out official notices Need 3 volunteers per Florida regulations
New Treasurer & ARC	Carl & Donna resigning	<ul style="list-style-type: none"> Need new volunteers starting in November
Lighting	Lighting options for Gate/Mailbox	<ul style="list-style-type: none"> Need quotes for lighting to address resident requests & vote at next meeting as budget line item
CC&R Violations	Provide grace period for homeowners	<ul style="list-style-type: none"> ARC recommended to sending letter to residents to address any possible violations
County Responsibility	Address residents request for county control	<ul style="list-style-type: none"> Provide residents information on details and requirements for county control Allow vote before moving forward to contact for action

6. Open Forum / Homeowner Comments

Notes: _____

7. Adjournment

Time Adjourned	16:59
Next Meeting Date	TBD

8. Submitted by

Name	Pamela Dampeer
Title	Secretary
Date Submitted	11 Sep 2025

8. Approved by

Name	JP Bell
Title	President
Date Submitted	