

SILVERWOOD PLANTATION HOMEOWNER'S ASSOCIATION, Inc.

Meeting Minutes– August 17th, 2023

7PM Clubhouse

Board Members Present:

President – Denise McCorkhill

Vice President- Jamie Pratt

Treasurer-

Recording Secretary- Shea Regian

Corresponding Secretary- Cheryl Brown

Residents Present:

Call to Order / Welcome- 7:00 PM

Approval of Minutes

SPHA Officer Reports

• **President**

❖ **Resident interactions:**

- July 473
 - 351 emails
 - 26 in person
 - 61 phone calls
 - 27 USPS
 - 8 Facebook
- August 297
 - 224 emails
 - 16 in person
 - 45 phone calls
 - 9 USPS
 - 3 Facebook
- Year to date 3,848
 - 2,844 emails
 - 307 in person
 - 574 phone calls
 - 111 USPS
 - 12 Facebook

❖ **Gym Interactions**

- July 415
- August 200

❖ Security

- As of August, Joe is working on getting new cameras installed at the Clubhouse and a new system for front door and gym/tennis court entry.
 - 8-2 Joe was at the Clubhouse working on setting up the cameras. He said he did not have all that he needed but should have it by next week and will be back.
 - 8-9 emailed Joe asking for a follow up on the installation of the cameras.
 - 8-15 Joe emailed back and said he has been delayed due to him and his children being sick, he plans on finishing up next week.

❖ Message board

- Margaret has sent a statutory demand to State Farm. It gives State Farm 60 days to pay us, and if they don't, we get attorney fees and a \$5,000 penalty.

❖ Playground

- The playground equipment has been cleaned and painted.
- The pavilion down by the playground has been cleaned and painted.
 - Will need to be repaired due to carpenter ants.
 - The exterminator came out.

❖ Lake fountain/lights

- 150ft came in waiting for confirmation if it has been installed or not.

❖ Wheelchair lift for Clubhouse.

- The reservation forms for the Clubhouse were updated to say, "Please let us know if you would like to utilize the wheelchair lift for your reservation."
- Created a Citizen Serve portal. This is where you will find the permit for the wheelchair lift. Can also find it on file.
 - The current permit expires on 5-25-24 and will then need to be reinspected and a new permit reissued.

❖ Clubhouse

- The trim has been repainted.
- Permanent hooks have been installed on the trim around the windows and the entry way to the foyer.
 - Changed the reservation form and the cleanup checklist to let residents know they now will be charged \$75 if they use any sort of hanging items on the trim.
- The metal table and chairs have been cleaned and painted.
- "No motorized vehicles" signs have been installed on both ends of downstairs of the Clubhouse.
- Surveillance acknowledgment signs have been installed as well.

❖ **SARC**

- The SARC process is being reviewed.

❖ **Gym**

- The broken piece on the S3.23 machine has been fixed.
- We ordered the left cover for the S3.23 machine.

❖ **Front Entrance Sign**

- The front entrance sign is starting to peel. We have two options to do with Edwards Interior:
 - We can just remove the existing vinyl and replace it. \$721.99
 - Put aluminum over the spot and then put the vinyl over that to prevent future peeling. The lead install recommends this option. \$1,453.40.
- We are wanting to bring the front sign up to date, to make it look 21st century.
 - We received a quote on that for \$2,532.34.

❖ **Cypress/Palmetto Ditch Work**

- The second phase of this work is scheduled to begin October 1st, 2023, and last until October 28, 2023.
- If inclement weather occurs, the ending date of the work may extend into the first two weeks of November.

❖ **Social Committee**

- Wine night has changed to the 4th Tuesday every month.
- Wine night will be on August 22nd.
- Bunco was held on August 10th.

❖ **Maintenance**

- Emptied trash at clubhouse.
- Working with contractors concerning drainage work at Silverwood entrance.
- Cutting low hanging limbs off all trees in common areas.
- Painted the interior trim in Clubhouse.
- Installed 44 hooks in clubhouse for use during Clubhouse reservation events.
- Painted black wire on the Clubhouse exterior.
- Cleaned and painted the metal table and chairs located on the outside of the Clubhouse.
- Cleaned and painted pavilion by the playground.
- Installed 5 signs in the common area by Clubhouse.
- Cleaned playground equipment.
- Burned large pile of debris behind Clubhouse.
- Pulled weeds.
- Removed fallen limbs in common areas.
- Cleaned Clubhouse railing.
- Repaired one broken fence on Chimney Rd.
- Cut low hanging trees that extended over Silverwood roads.
- The kitchen sink sprayer has been replaced.

❖ **Outstanding items:**

- Repair interior flooring at entrance to clubhouse office.
- Clean cobwebs/wasp nests from Clubhouse porch.
- Spread several large piles of wood chips in common areas.

Motion to approve....

Second Motion.....

Passed... Unanimously

• **Vice-President**

- We have 53 covenant compliances open.
 - ✓ 43 in progress
 - ✓ 9 on hold
 - ✓ 1 is a notice from a resident.
 - ✓ 17 closed in January.
 - ✓ 27 closed in February.
 - ✓ 21 closed in March.
 - ✓ 16 closed in April.
 - ✓ 7 closed in May.
 - ✓ 28 closed in June.
 - ✓ 65 have been closed in July.

• **Treasurer Report**

- Reports were delayed due to technical difficulties at the accountant's office.
- Speaking with the accountant office, there were not any unexpected expenses for the month of July.

Motion to approve.... Jamie

Second Motion..... Cheryl

Passed... Unanimously

• **Recording Secretary**

- N/A

• **Corresponding Secretary**

- N/A

Old Business

- Covenants
- Request for committee help
- Clubhouse maintenance
 - ✓ Wheelchair lift update
 - ✓ Mailbox committee
 - ✓ Playground refresh
- Renewing Sheriff patrol and issuing tickets.
 - ✓ Will invite to the next HOA Meeting in September.

New Business

- The floor in the Clubhouse buckles in the heat.
 - ✓ Will look into replacing the floor after the bathroom remodel to make wheelchair accessible is completed.
- Phase 2 of Cypress/Palmetto ditch work.
 - ✓ Phase 1 was completed last year.
 - ✓ Phase 2 will start Oct. 1st and will start at the end of Cypress Dr.
- Clubhouse reservation
 - ✓ Recommend \$25 fee for use of Clubhouse for residents.
 - ✓ Send out survey to charge \$500 for use of Clubhouse for nonresidents.

Adjourn 8:00 PM

Motion to approve.... Shea
Second Motion..... Cheryl
Passed.... Unanimously