

**DEER LAKE PROPERTY OWNERS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**June 24, 2020**

**Call to Order:** George Boyer called the meeting to order at 7:03 p.m.  
**With the COVID-19 going on, George stated it might be the last “in person” meeting for a while. Future meetings might have to be via internet.**

**Establish a Quorum:** Present were George Boyer, Rob Cooper and Karen Martin. Also present were Pat Schoo, the Community Association Manager from Schoo Management and her assistant Pam Katruska. Also present were 12 other homeowners.

**Approval of the Minutes:** Karen motioned to approve the January 29, 2020 BOD’s meeting minutes as presented and George Boyer 2<sup>nd</sup> the motion. Minutes were approved. **Motion passed (3-0).**

**Financial Report:** George gave the report showing that the Deer Lake is, at this time, ahead of budget. With the most recent financial April year to date statement the variance to Budget was \$5,937. With this, Deer Lake is projected to beat budget by the end of the year with a surplus of up to \$7,000.

New Business:

1. George reported that due to the two Board Member resignations given to the Board by Phil Poston (term expiring 1/23) and Carolyn Gilbert (term expiring 1/22) that the Board would need to select and approve two homeowners to fill the remaining terms of these Board seats. George made a Motion to Approve Bradley Messina and Charlie Kelly to fill the two vacant Board positions and that Brad Messina fill Carolyn Gilbert position with a remaining term expiring 1/22 and will serve as the Board Secretary and Charlie Kelly will fill Phil Poston’s remaining term expiring 1/23 and serve as Board Treasurer. Rob Cooper Seconded this Motion. The Motion was approved (3-0). Following this, George invited Bradley and Charlie to join the Board for the rest of this Board meeting.
2. Schoo Contract: Schoo Management, Inc. closed down due to the passing of Bob Gelles and the Schoo group continued the organization under the new Schoo Association Management, LLC giving the same services contracted prior with Schoo Management, Inc. The only change will be the address and phone number. Rob Motioned to approve the new management contract with Schoo Association Management, LLC and Karen Seconded the Motion. The Motion passed 5-0.
3. A Draft of Rules Governing Member Participation at Meetings was presented to the Board Members as provided by Rob Cooper. George discussed recent articles regarding the need to establish orderly limits of discussion by owners during meetings. Rob Cooper put together the guidelines for meetings and read them and explained them. Items only on the agenda should be discussed at the meeting to reduce long meetings and discussions should not be more than 3 minutes. The Board discussed how these guidelines would be used in future Board meetings. Rob Cooper made a Motion to adopt the new Rules Governing Member Participation at

Meetings as read and Karen Seconded the motion. The Motion carried 5-0. A copy of the Rules Governing Member Participation at Meetings is attached to these minutes.

4. Estate Landscaping Contract: Estate L. has been servicing DL and the new 3-year contract will be similar to the expiring 3-year contract with changes only to cost increases as follows: The first year 2021 will have a 3% increase, 2<sup>nd</sup> year 2022 will be a 2% increase and the last year 2023 a 2% increase. The contract also contains a standard 30-day cancellation clause giving the Association the ability to cancel this contract if needed. Rob Cooper if they keep up with the work they are required to do, he had no problem staying with them. The type and frequency of services will be the same as it is currently. Rob Cooper motioned to approve the contract and Karen Seconded the motion. Motion approved 5-0
5. 2021 Budget draft: Since there may not be meetings until December George Boyer presented a 2021 Draft Budget. George discussed some of the changes such as the Cable TV annual cost increase but that the Base Assessments in the Draft Budget are increased by less than 1% for next year. George motioned to Approve the 2021 Draft Budget and Assessments. Charlie Seconded the Motion. Motion was approved 5-0.
6. George presented the results of an Association Survey sent to Homeowners included in the current Association Bulk Contract with Dehart for security monitoring. The survey gave these Dehart contracted homeowners a choice to either #1 not renew with Dehart and not be included in any future Bulk Association contract for Security Monitoring or #2 choose to switch at the expiration of the Dehart contract on October 11, 2020 to ADT with the same rate. There were five owners that did not respond leaving them without the added security. There were nine owners who chose to switch to ADT. Next year the Board will need to address in a similar manner with the homeowners included under the Association ADT Bulk security monitoring contract which will automatically renew unless the Board sends a written notice to cancel the current contract a minimum of 90 days prior to the expiration of the existing ADT contract term that expires on April 18, 2022.

**Community Input:** There were some complaints regarding the Landscapers not spraying the driveways for weeds. Some fences have been hit by machines and Rob Cooper suggested letting the Board and thru Schoo know when problems come up with the landscapers.

Owner has problem with Oak tree giving too much shade to grass area. Owners are able to remove a problem Oak tree at their discretion and cost with ARB approval.

**Adjournment:** With no further business to discuss, Charlie Kelly made a motion to adjourn the meeting and Karen seconded the motion. The meeting adjourned at 8:25 p.m.

Respectfully submitted,

*Pat Schoo*, CAM

Community Association Manager

**DEER LAKE HOMEOWNERS ASSOCIATION, INC.**

**Rules Governing Member Participation at Meetings**

Pursuant to Section 720.303(2)(b), Florida Statutes, the Board of Directors of Deer Lake Homeowners Association, Inc. (aka Casa del Lago) adopts the following rules governing the frequency, duration and manner of Member statements at meetings:

General.

1. All Members, Member's spouses and permitted invitees attending Board of Directors meetings or Member Meetings of Deer Lake shall conduct themselves in a respectful and peaceful manner and refrain from engaging in disruptive behavior. Any person who fails to observe the rules of decorum of a meeting will be asked to stop the offending behavior. If the person fails to stop the offending behavior after being asked to do so, the person will be asked to leave the meeting. Violation of these Rules will result in the offending person being subject to a fine and/or having his/her use rights suspended, including suspension of the right to attend future meetings.

Board of Director Meetings.

1. All members of Deer Lake have the right to attend all meetings of the Board of Directors, except for "closed" meetings of the Board held under Section 720.303(2), Florida Statutes. No person, other than a member and a member's spouse, may attend meetings of the Board of Directors, unless required by Florida law or permitted by the Board of Directors in writing and in advance of the meeting.

2. If required by the Board of Directors, any Member desiring to speak at a Board of Directors meeting must sign-in at the start of the meeting and indicate which agenda item(s) said Member will speak. If a Member fails to sign-in at the start of the meeting, he or she will not be permitted to speak.

3. Time will be set aside at the **END** of the Board of Directors meeting for Member statements.

4. Members can only speak on agenda items. Members can only speak one-time in reference to a specific agenda item. A Member cannot designate another person to speak for a him or her (other than said Member's spouse or Member's attorney).

5. Members can only speak for 3 minutes on each specific agenda item. Members must stay on topic and are not permitted to have a discussion or question/answer session with the Board of Directors or other Members in attendance. Members cannot "yield" their speaking time to another Member for the purpose of extending a Member's speaking time.

6. Members are not permitted to participate in the Board of Directors' deliberations or votes.

### Member Meetings.

1. All members of Deer Lake have the right to attend all meetings of the Members of Deer Lake. No person, other than a Member and a Member's spouse, may attend meetings of the Members of Deer Lake, unless required by Florida law or permitted by the Board of Directors in writing and in advance of the meeting.

2. If required by the Board of Directors, any Member desiring to speak at a Members meeting must sign-in at the start of the meeting and indicate which agenda item(s) said Member will speak. If a Member fails to sign-in at the start of the meeting, he or she will not be permitted to speak.

3. Time will be set aside at the beginning of the Members meeting for Member statements.

4. Members can only speak on agenda items. Members can only speak one-time in reference to a specific agenda item. A Member cannot designate another person to speak for him or her (other than said Member's spouse or Member's attorney).

5. Members can only speak for 3 minutes on each specific agenda item. Members must stay on topic and are not permitted to have a discussion or question/answer session with the other Members in attendance. Members cannot "yield" their speaking time to another Member for the purpose of extending a Member's speaking time.

### Discipline.

1. If any person fails to observe the rules of decorum of a meeting and/or fails to observe and comply with the foregoing Rules governing Member participation at meetings, said person will be asked to stop the offending behavior. If the person fails to stop the offending behavior after being asked to do so, the person will be asked to leave the meeting. Violations will result in the offending person being subject to a fine and/or having his/her use rights suspended, including suspension of the right to attend future meetings.

**Approved at the Board of Directors Meeting held on June 24, 2020.**