

**DEER LAKE HOMEOWNERS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**November 30, 2022**

1. **Call to Order, Proof of Notice of Meeting, and Establishment of a Quorum:** George Boyer called the meeting to order at 7:03 p.m. The meeting notice was posted on the clubhouse meeting notice board; signs were placed at the community. Present were George Boyer, Bill Snodgrass, Karen Martin, Bradley Messina, and Steve Kowalski. Also present were Pat Schoo, CAM, and Joann Van Tine with Schoo Association Management.
2. **Approval of the Minutes:** George Boyer motioned to waive the reading of the minutes and approve the draft November 2, 2022, BOD meeting minutes as presented. Karen Martin seconded the motion. **Motion passed 5-0.**
3. **Report by the President:** Information provided to all members present includes the minutes of the November 2, 2022, Board meeting, the 2023 Budget, copies of all invoices supporting the Special Assessment, copy of the Hurricane Cleanup Authorization form with Estate Landscape Services that was signed prior to the hurricane, and copies of the proposed new rule that would prohibit golf carts. George noted that in the 24 years of Deer Lake there has never been a Special Assessment.
4. **Unfinished Old Business:**
  - a. **Approval of 2023 HOA Budget and Assessments.** George Boyer made a motion to approve the 2023 Budget without changes as mailed to homeowners by letter dated November 3, 2022. Karen Martin made a second to the motion. **Motion passed 5-0.**
5. **New Business:**
  - a. **Consideration of a Special Assessment for Storm Cleanup Expenses:** There was much community discussion regarding the debris cleanup invoices from Estate Landscaping, the total amount of which resulted in a Special Assessment to each home of \$632.00. George Boyer made a motion to approve the Special Assessment of \$632.00 per home, due January 1, 2023, and that homeowners will receive a notice letter and invoice that includes the basis and purpose of the Special Assessment will be applied by the Association. Second was made by Karen Martin. **Motion passed 4-1.** Steve Kowalski voted Nay.
  - b. **Time allotted for Candidates for Board Seat Election:** Bradley Messina's term as Secretary will expire and Bradley has said that he will be running for the position again. A community member also said that he will be a candidate for a position on the board and he will give his information to George Boyer following the meeting.
  - c. **Establish Annual Meeting Details and Date as January 25, 2023:** George Boyer made a motion to approve the date of the Association Annual Meeting be established as January 25, 2023, at 7:00 p.m. and that the homeowners will be notified by letter and provided with the upcoming meeting agenda, a ballot for the one open board seat,

and a proxy form for absentee participation with addressed return envelope. Karen Martin seconded the motion. **Motion passed 5-0.**

- d. **Audit:** George Boyer made a motion for the Association to hire the CPA firm Gerstle to perform a year-end audit of 2022 financial records at a cost of \$4,900.00 for one year. Bill Snodgrass seconded the motion. **Motion passed 5-0.**
- e. **Consideration and Board Vote to Adopt a New Rule Prohibiting Golf Carts and Certain Unapproved Low Speed Vehicles as per the attached rule to then be included as part of the Association Rules and Regulations:** George Boyer made a motion to approve the new rule regarding golf carts as written and previously mailed to each homeowner by letter dated September 1, 2022. **The motion failed due to the lack of a second.** There was much community discussion regarding the new rule and between the board and community members it was determined that revisions to the proposed golf cart rule that included the following would be agreeable to all: Golf cart operators must be 16 years old and possess a valid state-issued driver's license; golf cart owners will be required to maintain liability insurance; and golf cart owners will signing a waiver releasing Deer Lake from any liability related to golf cart issues.

6. **Community Input:** See above.

- 7. **Adjournment:** With no further business to discuss, Bill Snodgrass made a motion to adjourn and Karen Martin seconded the motion. The meeting adjourned at 8:17 p.m.

Respectfully submitted,

*Joann Van Tine*

Administrative Assistant  
Schoo Association Management