



LAKESHORE CLUB VILLAS OF POLK COUNTY
Board of Directors Meeting Minutes
May 28, 2024



- 1) **Board of Directors Present:** Gerald Treder, Vice President, Catherine Collazo, Treasurer and Mary Krauss, Director at Large, present. Wayne Estes, President and Evelyn Rivera, Secretary by phone.
- 2) **Call to Order:** The meeting was called to order at 4:03P.M.
- 3) **Certify a Quorum:** Quorum was certified with three (3) Board Directors present and two (2) by phone.
- 4) **Proof of Notice:** Sandra I. Cruz, LCAM, certified that the meeting notice was posted as required by Florida Statutes 720, 48 hours in advance.
- 5) **Approval of May 1, 2024, Meeting Minutes—** Motion to approve meeting minutes by Mary Krauss, Director at Large. Wayne Estes, President seconded the motion. All in favor. Motion carried.
- 6) **Screenroom-** Mary Kraus, Director explained that the Board is in the process of studying the rental of the screenroom. Mary Kraus, Director made a motion to close the screenroom until July 1, 2024. Catherine Collazo, Treasurer seconded. All in favor. Motion carried.
- 7) **Fire Pit-** Gerald Treder explained the Fire Barn from Polk County and the Board closed the Fire Pit until further notice.
- 8) **Zoom Meeting-** Gerald Treder explained that the Zoom Meeting was too much of an expense for the Association. Gerald Treder made a motion to drop this item. Catherine Collazo, seconded. All in favor. Motion carried.
- 9) **Refuge Services-** Catherine Collazo, Treasurer made a motion to approve the agreement with Refuge Services for Security Services, Saturdays, Sundays and Holidays between 3:00pm to 10:00pm. Wayne Estes, President seconded the motion. All in favor. Motion carried.

Wayne Estes, President made a motion to authorize Sandra Cruz, Manager to hire a Pool Monitor from 11:00am to 3:00pm, Saturdays, Sundays and Holidays at \$15.00ph. Mary Krauss, Director seconded the motion. All in favor. Motion carried.
- 10) **Sheriff Cap Program-** Evelyn Rivera, Secretary explained that she called the sheriff office to get information about the program. The Board is asking for volunteers to join the program.
- 11) **New Business –** No new business.
- 12) **Adjournment:** A motion was made by Wayne Estes, President to adjourn, and Catherine Collazo seconded the motion. All in favor. The meeting adjourned at 4:38 pm.



LAKESHORE CLUB VILLAS OF POLK COUNTY
Board of Directors Meeting Minutes
June 19, 2024



- 1) Board of Directors Present: Gerald Treder, Vice President; Catherine Collazo, Treasurer; Evelyn Rivera-Miranda, Secretary and Mary Krauss, Director at Large, present. Wayne Estes, President, absent.
- 2) **Call to Order:** The meeting was called to order at 2:05 PM.
- 3) **Certify a Quorum:** Quorum was certified with four (4) Board Directors present.
- 4) **Proof of Notice:** Sandra I. Cruz, LCAM, certified that the meeting notice was posted as required by Florida Statutes 720, 48 hours in advance.
- 5) **Approval of May 28th, 2024, Meeting Minutes**— Motion to approve meeting minutes by Mary Krauss, Director and Catherine Collazo, Treasurer seconded the motion. All in favor. Motion carried.
- 6) **Contract for Market:** the current contract expired 5/24 and a new contract was approved with the following terms:
 - a Market is for interior use only and up to the outside columns by the front door
 - b All events and activities must be held indoors; any other non-retail market activity must be presented to the Board of Directors for prior approval.
 - c No subleases
 - d Tenant has asked that the payment due date be changed from the 15th of the month to the 1st of every month, \$225 per month.
 - e Closing time is 9:00 PM
 - f If there are no pending issues, this contract can be renewed automatically annually.Motion to approve the market contract by Mary Krauss, and Evelyn Rivera-Miranda, Secretary seconded the motion. All in favor. Motion carried.
- 7) **Personal Activities Rental Regulation Fees:** This item will be placed back on the agenda to discuss later as the Green Book Committee needs to review and discuss also.
- 8) **New HOA Laws:** new Florida State laws will be effective July 1st, 2024 – no action, informational only. As required by the new law, updates will be made to the website and all required documentation will be uploaded. All Articles, Covenants and By-laws will also be provided to every homeowner by October 1st, 2024.
- 9) **Common Grounds Usage Requests:**
 - a Unit 1015 requested putting posts for support of an overhang on common grounds; this request was denied by the Board.
 - b Unit 1201 requested to add a mini-split air conditioner but did not specify the location and was installed on an exterior wall; this request was denied by the Board.
- 10) **New Business:** Evelyn Rivera-Miranda, Secretary asked to discuss the possibility of deactivating all FOB keys on extreme violations that may cause immediate safety concerns to the community – to be discussed later.
- 11) **Adjournment:** A motion was made by Gerald Treder, Vice President to adjourn, and Mary Krauss seconded the motion. All in favor. The meeting adjourned at 4:02 PM.



LAKESHORE CLUB VILLAS OF POLK COUNTY
Board of Directors Meeting Minutes
July 17, 2024



- 1) Board of Directors Present: Wayne Estes, President; Gerald Treder, Vice President; Catherine Collazo, Treasurer; Evelyn Rivera-Miranda, Secretary and Mary Krauss, Director at Large
- 2) **Call to Order:** The meeting was called to order at 6:04 PM.
- 3) **Certify a Quorum:** Quorum was certified with five (5) Board Directors present.
- 4) **Proof of Notice:** Sandra I. Cruz, LCAM, certified that the meeting notice was posted as required by Florida Statutes 720, 48 hours in advance.
- 5) **Approval of June 19th, 2024, Meeting Minutes**— Motion to approve meeting minutes by Jerry Treder, Vice President and Evelyn Rivera-Miranda, Secretary, seconded the motion. All in favor. Motion carried.
Every Board Member received a copy of the Management Company Contract.
- 6) **ARB Rules & Regulations Policy Discussion:** This item was put on HOLD due to some documents findings in the office. Documents were 2015 votes on amendments to change ARB rules, but these documents were never registered with Polk County (14 amendments were presented, 12 amendments were approved). **ACTION:** pending the Board of Directors consultation with the attorney on how to proceed.
- 7) **Website contract:** This item will be on HOLD until we can get quotes for a website contract. Mary Krauss, Director, is currently uploading documents that are required per the new Florida state laws to be available to all residents by 10/1/24. All documents can also be mailed, emailed or delivered in person at the office.
- 8) **Common Grounds Policy Discussion:** There are many changes that are required by the new Florida state law. The BOD members will discuss this policy in a future meeting. **ACTION:** this item is pending until all BOD members review the new common ground policy and bring to another meeting for further action.
- 9) **Security:** A motion was made by Mary Krauss, Director at Large, to discuss the possibility of transferring security supervision from the office manager to the BOD President. After much discussion between the BOD members and the residents present, this motion was postponed with votes: Evelyn Rivera-Miranda, No; Catherine Collazo, No; Mary Krauss, Abstained; Jerry Treder, Abstained; Wayne Estes, Abstained. Motion on hold.
- 10) **Market Rental Agreement:** Terms for a new contract were discussed and approved at the 6/19/24 BOD meeting. A new contract is pending new wording and signatures. **ACTION:** BOD members to review the contract and advise changes to the office for a final contract to be presented for the market owner.
- 11) **New Business:** Wayne Estes explained we have a candidate for a fourth (4) maintenance position. This position was approved and budgeted for 2021. All BOD members agreed to proceed with fulfilling this maintenance position. The Board of Directors discussed the rental of unit 4719 Club Circle to Johnny Addison, Security Officer, the majority of the Board of Directors agreed.
- 12) **Adjournment:** A motion was made by Gerald Treder, Vice President to adjourn, and Mary Krauss seconded the motion. All in favor. The meeting adjourned at 7:37 pm.



LAKESHORE CLUB VILLAS OF POLK COUNTY
Board of Directors Meeting Minutes
July 26, 2024



- 1) Board of Directors Present: Wayne Estes, President; Gerald Treder, Vice President; Catherine Collazo, Treasurer; Evelyn Rivera-Miranda, Secretary and Mary Krauss, Director at Large

Note: Ms. Collazo was excused at 11:00 PM due to a personal appointment.

- 2) **Call to Order:** The meeting was called to order at 10:03 AM.
- 3) **Certify a Quorum:** Quorum was certified with five (5) Board Directors present.
- 4) **Proof of Notice:** Sandra I. Cruz, LCAM, certified that the meeting notice was posted as required by Florida Statutes 720, 48 hours in advance.
- 5) **Approval of July 17, 2024, Meeting Minutes—** Motion to approve meeting minutes by Mary Krauss, Director and Jerry Treder, Vice President, seconded the motion. All in favor. Motion carried.
- 6) **Board of Director Workshop:**
The Board of Directors revised and discussed the old and actual Common Grounds Policy, Parking Policy, ARB Rules & Regulations and others, and Amendments to the Green Book and reviewed and discussed the Market Agreement.
- 7) **Adjournment:** A motion was made by Gerald Treder to adjourn, and Mary Krauss seconded the motion. All in favor. The meeting adjourned at 12:15 PM.



LAKESHORE CLUB VILLAS OF POLK COUNTY
Board of Directors Meeting Minutes
August 22, 2024



- 1) Board of Directors Present: Wayne Estes, President (via phone); Gerald Treder, Vice President; Catherine Collazo, Treasurer; Evelyn Rivera-Miranda, Secretary and Mary Krauss, Director at Large.
- 2) **Call to Order:** The meeting was called to order at 6:03 PM.
- 3) **Certify a Quorum:** Quorum was certified with five (5) Board Directors present.
- 4) **Proof of Notice:** Sandra I. Cruz, LCAM, certified that the meeting notice was posted as required by Florida Statutes 720, 48 hours in advance.
- 5) **Approval of July 26th, 2024, Meeting Minutes—** Motion to approve meeting minutes by Wayne Estes, President, and Mary Krauss, Director, seconded the motion. All in favor. Motion carried.
- 6) **4407 and 4213 Common grounds Request:** both units submitted amended ARB Request forms to comply with the installation of ramps on common grounds as the original requests never mentioned the ramps or the use of common grounds. Unit 4213 has indicated on this amendment that he is a disabled veteran. The BOD needs attorney consultation for these requests and this item will be on HOLD to further discuss at a future meeting. Motion was made by Mary Krauss, Director and Evelyn Rivera-Miranda, Secretary, seconded the motion. All in favor, motion carried to table this item.
- 7) **Rescind Obsolete Policies:** Per new Florida law, eighteen (18) policies were reviewed and rescinded. Motion was made by Mary Krauss, Director and Wayne Estes, President, seconded the motion. All in favor, motion carried.
- 8) **Common Grounds Policy Discussion:** This policy was reviewed in a workshop meeting by all the BOD members as there are many changes that are required by the new Florida state law. After review, some items were moved to their respective policies. Motion was made by Mary Krauss, Director and seconded by Cathy Collazo, Treasurer. All in favor, motion carried.
- 9) **Swimming Pool Policy:** This policy was reviewed by the BOD members and approved the use of a bottle of water in a clear plastic bottle. A motion was made by Mary Krauss, Director and seconded by Cathy Collazo, Treasurer. All in favor, motion carried.
- 10) **ARB Rules & Regulations:** There are many changes to this policy to comply with the new Florida law. This item will be put on HOLD as an attorney consultation is needed to clarify any doubts. A motion was made by Mary Krauss, Director and seconded by Wayne Estes, President. All in favor, motion carried.
- 11) **Parking Policy:** Only change to this policy will be the cost of \$25.00 per decal or hanger and decal installed in the rear glass not in the bumper or other place, hanger in the rear mirror. Motion was made by Mary Krauss, Director and seconded by Catherine Collazo, Treasurer. Evelyn Rivera-Miranda, Secretary, was not in agreement and rejected the motion. Motion carried 4-1.
- 12) **Meeting Rules:** No changes to this policy, all in agreement.



LAKESHORE CLUB VILLAS OF POLK COUNTY
Board of Directors Meeting Minutes
November 5, 2024



- 1) **Board of Directors Present:** Wayne Estes, President; Gerald Treder, Vice President; Catherine Collazo, Treasurer; Evelyn Rivera-Miranda, Secretary and Mary Krauss, Director at Large.
- 2) **Call to Order:** The meeting was called to order at 6:00 PM.
- 3) **Certify a Quorum:** Quorum was certified with five (5) Board Directors present.
- 4) **Proof of Notice:** Evelyn Rivera-Miranda, Secretary, certified that the Budget meeting notice was posted as required by Florida Statutes 720, 14 days in advance.
- 5) **Approval of September 18, 2024, Meeting Minutes—** Motion to approve meeting minutes by Jerry Treder, Vice President, and seconded by Wayne Estes, President. All in favor. Motion carried.
- 6) **2024 Proposed Budget Report, Cathy Collazo, Treasurer:** Clarification of a CD transaction in September; this CD was closed to pay an expense for equipment of \$126,000 and to avoid a special assessment to the homeowners. Once this transaction cleared, the CD was deposited back into the HOA's account. The Proposed Budget was discussed in detail and approved for 2025. Four members in favor, one member, Mary Krauss, against. Motion carried.
- 7) **Financial Policy:** Cathy Collazo, Treasurer, proposed that the financial policy be updated to require that all bank transactions, including CDs, have two (2) Board members signatures. Per a recommendation from a homeowner, all five (5) Board members can be authorized to sign bank transactions, but only requiring two signatures per transaction. Further action will be taken after December election.
- 8) **Adjournment:** A motion was made by Jerry Treder, Vice President to adjourn, and Wayne Estes, President, seconded the motion. All in favor. The meeting adjourned at 7:19 PM.



LAKESHORE CLUB VILLAS OF POLK COUNTY
Board of Directors ANNUAL Meeting Minutes
December 10, 2024



- 1) Board of Directors Present: Wayne Estes, President; Gerald Treder, Vice President; Catherine Collazo, Treasurer; Evelyn Rivera-Miranda, Secretary and Mary Krauss, Director at Large.
- 2) **Call to Order:** The meeting was called to order at 11:05 AM.
- 3) **Certify a Quorum:** Quorum was certified with five (5) Board Directors present.
- 4) **Proof of Notice:** Evelyn Rivera-Miranda, Secretary, certified that the Annual meeting notice was posted as required by Florida Statutes 720, 30 days in advance.
- 5) **Approval of November 5, 2024, Meeting Minutes**— Motion to approve meeting minutes by Jerry Treder, Vice President, and seconded by Cathy Collazo, Treasurer. All in favor. Motion carried.
- 6) **Reports of Officers: Cathy Collazo, Treasurer** – reviewed all our bank total balances and also explained the CDs – total for all as of 10/31/2024 = **\$1,524,587.76**

Mary Krauss, Director – informed the USDA application status; it is going well, there are some Federal programs that have caused a delay, but they have confirmed that our application for sewer financial assistance is under review for possible award. Our engineer, Daniel Magro, will be meeting with USDA personnel in January and we will receive an update at that time.

Wayne Estes, President – there was a sewer back-up in several buildings; he has been working with the maintenance team to unclog them – we have a serious problem with residents throwing grease down the drains and it is causing clog back-up in the sewer pipes; residents were reminded to NOT pour grease down the drains.

- 7) **Reports of Committees: Thrift Store, Bobbie Liedl** – the thrift store is thriving, both in sales and donations, they currently have 20 volunteers. Some of the purchases acquired with thrift store funding in 2024 are: pool heater, Christmas decorations, pickle ball items, signage, lean-to in the shop.

Memorial, Emily Sincup – there are 109 plaques, the thrift store purchased the backboards at \$60 each, please do not attach clips to hold flowers as it can cause damages to the backboards.

Fines, Emily Sincup – no appeals and no fines meetings during the year.