

**THE HOMEOWNERS ASSOCIATION AT WESTWOOD LAKES, INC.
BOARD MEETING MINUTES
February 12, 2008**

I. CALL TO ORDER

Anne Cerniglio, President of The Homeowners Association At Westwood Lakes, Inc., called the Board of Directors Meeting to order at **7:05 P.M.**, on February 12, 2008, at Farnell Middle School, 13911 Nine Eagles Drive, Tampa, Florida.

II. ROLL CALL

Directors Present: **Anne Cerniglio, Yvette Blonski, Tim Delikat, Mark DiGiacomo, Terrill Goldman, Adam Kemp and Jill Hammoor**

Directors Absent:

Staff Present: Lee Polk, Jon Ellis, Mary Ann Luallen

Guests Present: **P & J Kinen, M Olivares, G Pardo, W Schobert, M & D Husband, P McCoy, L & R Times, A Girimonte, C Fuller, A & M Cadenos, R Geni, M Haberman, D Wood, K Nicolai, R Scalzo, M Beck, E Ehmer, R Casar, B Shoop, D Harris, M Alexandris, K Heiselmeyer, L Falcon, L & J Bowden**

III. APPROVAL OF MINUTES

Jill Hammoor made a motion to approve the November 13, 2007, November 29, 2007, December 2, 2007 and January 15, 2008 minutes as written. The motion was seconded by **Yvette Blonski**. **Mark DiGiacomo** moved to amend **Ms. Hammoor's motion but the amendment was not accepted**. All in favor to approve the minutes, **Anne Cerniglio, Yvette Blonski, Tim Delikat and Jill Hammoor**. **Adam Kemp, Terrill Goldman and Mark DiGiacomo** opposed. The motion passed.

IV. MEETINGS

A. Notice

Jill Hammoor, Secretary, posted notice of the meeting on 2/9/08.

B. Adoption of Meeting Procedures

Adam Kemp made a motion to adopt the **Rules of Conduct for Meetings of the Board of Directors of The Homeowners Association at Westwood Lakes, Inc.** prepared by Association Attorney, Jon Ellis **with the following changes**. The motion was seconded by **Tim Delikat**.

Members speaking at a meeting must abide by the following rules:

3. The member should only direct his or her comments to the Board/Committee. The motion passed unanimously.

4. The Board may extend the maximum allowable time for homeowners to speak by motion, second and vote by the Board. The motion passed with Anne Cerniglio, Yvette Blonski, Tim Delikat, Adam Kemp and Jill Hammoor in favor and Terrill Goldman and Mark DiGiacomo opposed.

Any member attending a meeting must abide by the following rules:

2. Mark DiGiacomo made a motion to change to: The Board will designate areas for members to be seated or stand. The motion was seconded by Terrill Goldman. The motion passed unanimously.

Tape Recording or Videotaping Board Meetings:

1. Adam Kemp made a motion to withdraw the twenty-four hour notice requirement. The motion passed unanimously.

2. Adam Kemp made a motion that any audio or video equipment must be assembled and placed in position prior to the time the meeting is posted to begin. The motion was seconded by Yvette Blonski. The motion was passed with Anne Cerniglio, Yvette Blonski, Tim Delikat, Adam Kemp, Terrill Goldman and Jill Hammoor in favor. Mark DiGiacomo opposed.

Attached are the revised Rules of Conduct for Meetings of the Board of Directors of The Homeowners Association at Westwood Lakes, Inc.

V. OLD BUSINESS

A. Report Of Treasurer Report given by Tim Delikat, Treasurer.

B. 2006 Financial Review

A motion was made by Tim Delikat to engage the CPA firm of Bashor and Legendre to conduct the 2006 financial review at a cost of \$2200.00-\$2500.00. The motion was seconded by Yvette Blonski. The motion passed unanimously.

C. 2007 Financial Audit And Tax Returns

A motion was made by Tim Delikat to engage the CPA firm of Bashor and Legendre to conduct the 2007 Financial Audit and Tax Returns at a cost of \$4500.00-\$6500.00. The motion was seconded by Yvette Blonski. The motion passed unanimously.

D. Status of Financial Reviews for the Years Ended 12/31/02 – 12/31/05

A motion was made by Tim Delikat to accept the Draft copies of the Financial Reviews for the Years Ended 12/31/02-12/31/05. The motion was seconded by Yvette Blonski. The motion passed unanimously.

E. Corporate Filing And Registered Agent

A motion was made by Adam Kemp to approve the Corporate Filing and to accept Jonathan Ellis, Esq. of the law firm Shumaker, Loop as the Registered Agent for The Homeowners Association of Westwood Lakes. The motion was seconded by Yvette Blonski.

Mark DiGiacomo moved to amend the motion but the amendment was not accepted and was tabled to New Business.

The motion passed with Anne Cerniglio, Yvette Blonski, Tim Delikat, Adam Kemp and Jill Hammor in favor. Terrill Goldman and Mark DiGiacomo opposed.

VI. COMMITTEES

A. Appoint And Approve Committees And Committee Members

A motion was made by Yvette Blonski to approve the ACC member roster as follows: Pam Hazel-Chair, Mike Mueller, Charla Bradley, Paula Testa, Stephen Filingeri, Tom Martinkovic, Linda Bailes, Michelle Cardenas, Adam Kemp-Board Liaison. The motion was seconded by Jill Hammor. The motion passed unanimously.

B. Committee Reports

1. Architectural Control (ACC)

The members of the Committee present were recognized. A brief discussion was had regarding the results of the January 29, 2008 meeting and the future focus of the Committee.

2. Lakes

- a. Removal Of Torpedo Grass On #7 & #21
- b. Added Maintenance On #7 & #21

A motion was made by Jill Hammor to accept the proposal from Aquagenix in the amount of \$600.00 to remove the torpedo grass from Lakes 7 and 21. After discussion, a motion was made by Adam Kemp to amend the motion that the amount will not exceed \$600.00 and the Committee member(s) will contact a fellow homeowner to follow-up on his suggestion of an alternate product to kill the weeds while saving desirable plants. The motion was seconded by Mark DiGiacomo. The motion passed unanimously.

A motion was made by Adam Kemp to approve the Lake Committee member roster as follows: Robert Casar-Chair, Barbara Montagnino-Co-Chair, Robert Anderson, Paul Couture, Brad Donahue, Isa Farnham, Dallas Fikkar, Johnny Johnston, Dawn LaPierre, Terry Liles, Dallas Wood, Jill Hammor-Board Liaison. The motion was seconded by Yvette Blonski. The motion passed unanimously.

The members of the Committee present were recognized.

3. Landscape

A motion was made by Adam Kemp to approve the Landscape Committee member roster as follows: Susan Delikat-Chair, Stuart Berney, Mike Hammor, and Yvette Blonski-Board Liaison. The motion was seconded by Jill Hammor. The motion passed unanimously.

The members of the Committee present were recognized.

The report of the Landscape Committee was tabled to the March meeting due to time constraints.

4. 2008 Spring Fling Budget

A motion was made by Adam Kemp to approve the Spring Fling Budget not to exceed \$600.00. The motion was seconded by Mark DiGiacomo. The motion passed unanimously.

5. Community Garage Sale

A motion was made by Adam Kemp to approve the Community Garage Sale with the proviso that the date be checked so as not to coincide with Westchase or any other community garage sales. The motion was seconded by Mark DiGiacomo. The motion passed unanimously.

VII. NEW BUSINESS

A. Requests

1. Discussion was had regarding a homeowner’s dog that was injured on island at the south end of Leatherleaf Drive and to fill in the holes in that island. The homeowner is requesting \$3,677.88 for vet bills pertaining to the injury. A motion was made by Yvette Blonski to have Greenacre Properties send a letter to the vendor (Raymow) apprising them of the situation and forwarding supporting material and to expect a response from them within ten days. If no answer, refer to legal counsel. The motion was seconded by Tim Delikat. The motion passed unanimously.

B. Procedures For Submitting Non Emergency Requests

Mary Ann Luallen requested that homeowners submit non-emergency requests in writing either by letter, fax or email.

C. A motion was made by Mark DiGiacomo that a unanimous vote by the Board of Directors be required prior to the attendance of legal counsel at future meetings. The motion was seconded. The motion did not pass with Mark DiGiacomo, Terrill Goldman and Adam Kemp in favor. Anne Cerniglio, Yvette Blonski, Tim Delikat and Jill Hammoor opposed.

VIII. MANAGEMENT REPORT

The management report was provided to the Board to review before the meeting.

IX. NEXT MEETING

The next Board of Directors Meeting is scheduled for **March 11, 2008** at 7:00 P.M. at **Farnell Middle School**.

X. ADJOURNMENT

The meeting was adjourned at 9:27 P.M.

Respectfully submitted,

Jill Hammoor
Secretary

**Rules of Conduct for Meetings of the Board of Directors
of The Homeowners Association at Westwood Lakes, Inc.**

Meetings of the Board of Directors. A meeting is defined as a quorum of Directors gathered to conduct Association business. The term “meetings” does not include gatherings of less than a quorum of Directors engaged in a fact-finding investigation. These rules do not apply to gatherings of any number of Directors and the Association attorney with respect to proposed or pending litigation where the contents of the discussion would otherwise be governed by the attorney-client privilege. The rules set forth below shall also apply to the meetings of any committee or other similar body when a final decision will be made regarding the expenditure of Association funds and to meetings of any body vested with the power to approve or disapprove architectural decisions with respect to a specific parcel of residential property owned by a member of the community.

Attendance at Board and Committee Meetings. Every member shall have the right to attend Board of Director and committee meetings except as may be provided by law. No person other than a member may be permitted to attend such meetings, except for persons invited or permitted to attend by the Board or committee chairperson. Individual members will each be allowed to speak on any matter placed on the agenda for a maximum of one (1) minute unless specifically allowed more time by the President or Chair.

Members speaking at a meeting must abide by the following rules:

1. A member wishing to speak should wait until such time as the Board President/Committee Chairperson asks if there are any persons present who wish to speak on an issue being addressed by the board. At that time, the member should stand to be recognized by the President/Chairperson. The President/Chairperson shall then select the order in which comments are taken and the person to speak.
2. The selected member should state his or her name and address in a clear voice.
3. The member should only direct his or her comments to the Board/Committee.
4. The member will only be allowed to speak for a maximum of one (1) minute unless allowed greater time by approval of Board or through a proper motion and vote. Time is not transferable to another member.
5. The member must remain calm and respectful while speaking, and upon conclusion of the allotted time, the member must return to his or her seat and remain seated.
6. The member may not knowingly provide false information to the Board.
7. The President/Chairperson may direct other members, Directors, or special guests to answer questions or respond to issues at the conclusion of each member’s allotted one (1) minute.

8. To the extent time permits, the Board will take miscellaneous comments from the members at the conclusion of the Board Meeting or committee meeting.

Any member attending a meeting must abide by the following rules:

1. Members must remain silent and otherwise not conduct themselves in any manner that is disruptive to the meeting.
2. The Board will designate areas for members to be seated or stand.

Tape Recording or Videotaping Board Meetings. In accordance with Florida law, any member may tape record or videotape a Board meeting subject to the following rules:

1. Any member who records a meeting does so based upon the understanding and condition that they must make an unedited copy of their audio or video tape available to the Association within ten (10) business days, if requested by the Association, and at the Association's expense.
2. Any audio or video equipment must be assembled and placed in position prior to the time the meeting is posted to begin. The Board may designate the location to be used for this purpose, which shall allow for effective recording by the owner while preserving the rights of others to observe, hear, and participate in the meeting with minimal distraction.
3. No equipment shall produce distracting sounds or light emissions.
4. No person may move about the meeting room to facilitate the recording.

Enforcement of Meeting Rules.

Ejection. Any person who fails to comply with these rules shall be subject to ejection from meeting at the sole discretion of the President/Chairperson. The President/Chairperson shall give any non-complying person one warning regarding ejection, and thereafter may call for immediate ejection of that person and the removal of any of that person's equipment, if any. Further, any person who is not a member of the Association or not lawfully holding the proxy of a member shall be ejected. Any person refusing to leave the meeting after being ejected may be deemed as a trespasser.

Sergeant at Arms. The President/Chairperson of the meeting may appoint a sergeant at arms who, at the direction of the President/Chairperson shall either remove the unauthorized or ejected person and/or contact a law enforcement representative to remove such person.

Amending Rules. The foregoing rules were ratified by a unanimous vote of the Board on February 12, 2008. The Association reserves the right to amend these rules from time

to time as deemed necessary. All of these Board Meeting Rules are made in accordance with the Declaration of Covenants, Conditions and Restrictions of The Homeowners Association at Westwood Lakes, Inc., and the Articles and Bylaws of the Association.