

**Unapproved Minutes**  
**Strathmore Gate East at Lake St. George Homeowner's Association, Inc.**  
**Board of Directors Meeting,**  
**Held at Ameri-Tech Community Management, Inc.**  
**August 21, 2017**  
**24701 U.S. Highway 19 N. Suite 102, Clearwater, FL 33763**  
**www.strathmoregateeast.org**

Approved  
9-18-17 [Signature]

**Board Members Present:** Elaine Abrams, President; Richard Kramer, Vice President; Sandy Malenchik, Secretary; Karen Miller, Treasurer; Joyce Ranahan, Grounds Director; Nichole Allard, Ameri-Tech Community Property Management.

**Call to Order:** Ms. Abrams declared that a determination of proper notice was posted, that a quorum was present and called the meeting to order at 6:30 p.m.

**Approval of Agenda:** The Agenda was approved

**Reading and Approval of Minutes:** Reading of the minutes of July 17, 2017 was waived; the minutes were approved as written. Karen Miller *motioned* and Richard Kramer *seconded*. All *approved*.

**Guests Present:** Dan and Sonja Vega, Boxwood Court. Discussion of rodents in the building attic space: A professional exterminator was engaged by the owners to address an on-going problem of fruit rats in their attic. Traps were set; insulation changed and entry spots closed. Some neighbors have also closed possible entry-ways into their attics. All units in this one building are attached and need to be treated. The rodents travel from one unit to another easily because the units share soffits. It is also possible that rats gain entry from the ground. One owner received a violation letter because of holes in a back porch screen and storage of inappropriate items on the porch. This situation provides entry and a habitat for animals. An inspector was hired by the Vegas. He reported that the problem should be resolved if all adjoining units are treated and pest entryways sealed. There are four untreated units. The owners can hire A-Team or their own company. The cost from A-Team is \$229 per unit. Maintenance of each unit is the responsibility of the owner. Ameri-tech will send letters to homeowners giving them ten days to complete this required work.

***Karen Miller motioned that Ameri-tech engage our attorney for an opinion on the possible requirement (of all homeowners in a multi family building of rat infestation in several units of the building) to seal their attic and/or other access areas that may provide entry points for rats and other vermin. Should the opinion reflect this required maintenance, a letter will be written to each unit owner in the building advising of the maintenance with a deadline of ten days for the work to be completed. The letter is to reference the place in Strathmore's documents wherein this requirement of the owner is set forth. Joyce Ranahan seconded the motion. The decision was unanimous.***

**President's Report, Elaine Abrams:** none

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**Treasurer's Report, Karen Miller:** (1) Karen Miller noticed fluctuations in maintenance income that are not explained. She requested that Ameri-tech review this fluctuation and the way in which Payments are credited in our financial reporting. Each time someone in arrears pays the \$299

Association fee, \$25 of that amount is to be posted to late fees. Therefore, the person has not caught up with payments. Florida statute requires that late fees assessed on delinquent accounts be posted first to satisfy late fees, then the remainder of the payment be credited to the owner's monthly Association fees. The Association's balance sheets should reflect that Strathmore is satisfying this Florida Statute and that the various categories of our financial reporting reflect this. (2) Karen Miller has begun working on her recommendations regarding reserves allocations in the 2018 budget. She will present this information at the September Directors' Budget Workshop as the Board and Nicole Allard finalize the preliminary 2018 budget (which Association members will receive prior to the November Annual and Budget meeting.) This process will not only determine the amount of monies required for each reserve category, but offers an opportunity to restructure any procedures or accounting methods to fulfill the Florida Statute noted above.

(3) During her review process, Karen Miller noticed that charges for electric service are abnormally high. When contacted by her, a representative of Duke Energy agreed our recent bills, including general electric usage and electric used by the pump station, are higher than usual. She promised to look into the matter. Nicole Allard will follow-through on this. (4) Joyce Ranahan expressed some of her concerns regarding categorization, allocations and charges made for various grounds work, pending and completed.

**Delinquencies Report, Elaine Abrams:** (1) The most recent Delinquencies Report shows an increase in late fees being assessed, especially for those whose owners fall behind repeatedly. (2) Directors discussed several accounts that are of concern. Legal counsel was sought regarding the foreclosure procedure, its process and possible benefits to the Association. Specifically, the Board seeks information on the foreclosure procedure itself: how the foreclosure process works, when to proceed with a foreclosure, what it would entail, the pros and cons for the Association (when it is favorable for the Association to pursue it and when it is not.)

**Property Manager's Report, Nichole Allard:** (1) Ms. Allard has begun preparation of the preliminary 2018 budget. Directors will have a copy of it prior to their Workshop in September. (2) Ms. Allard reported on her involvement in correcting the fruit rat issue plaguing Boxwood Court. It is described under "Guests" above.

**Grounds Director Report: Joyce Ranahan** (1) Tree trimming is now going on in Bluff Oak, Diamond Leaf and Corkwood courts. These will be the last courts to be done. Leaves will be blown off roofs next. Finally dead and diseased trees will be marked with 1, 2 or 3, one designating those trees to be removed and two and three designating those trees to be watched for possible future removal. A final bill is forthcoming for the tree work done this year. Ms. Ranahan believes it will be about \$21,000. (2) Bush work is finished for the season with one or two little problems to be cleared up. (3) A police officer will come to the Annual Meeting to discuss security. (4) A nighttime demonstration of new lighting was carried out at the pool parking lot area. The cost for these special lights is \$250 each. Three will be needed to cover the area sufficiently. It was recommended that they be installed within the west tree area facing the parking spaces toward the east. These lights are not obtrusive in form or illumination and can be redirected. Installation is an additional cost. Bids will be sought.

**Court Captains' Report, Elaine Abrams:** Issues brought up at the Court Captains' meeting are published in the "Court Captains' Notes", available on the dumpsters and emailed to those who

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