

SPRUCE CREEK PROPERTY OWNERS ASSOCIATION, INC.
212-1 Cessna Blvd, Port Orange, FL 32128

REGULAR BOARD OF DIRECTORS MEETING

March 13, 2007
MINUTES

1. **CALL TO ORDER.** The meeting was called to order by President Dawn Sautter at 7:09 p.m. Other directors present were Vice President Alan Baltz and Secretary Jack Kihm. With three board members present a quorum was declared.
2. **PROOF OF NOTICE.** David Slayback affirmed that this meeting had been properly noticed.
3. **COMMUNICATION.** A letter was received from Bonnie Roberts, 1887 Spruce Creek Boulevard, requesting a review by the Board of her request to increase the height of her fence from 5 feet to 6 feet. Discussion of this matter was deferred to the NEW BUSINESS section of this meeting.
4. **MINUTES.** The minutes of the Organizational Board Meeting of 2/21/07 and of the Workshop of 3/8/07 were presented to the Board. On **motion** by Jack Kihm, second by Alan Baltz, the minutes were unanimously approved.
5. **REPORTS.**
 - 1) Alan Baltz – No Report.
 - 2) Jack Kihm - No Report
 - 3) Dawn Sautter reported on the following:
 - a) Some of the standing committees need additional volunteers: the Update, Finance, ARC, Community Relations and Airport Authority. If any residents are interested in getting involved with any of these committees they should contact the POA office to register their interest. Their names will be passed on to the appropriate committees.
 - b) Dawn announced that the Public Works Committee (PWC) has been reorganized. The day to day operations will be handled by PWC Chair, PWC Manager, PWC Sr. Maintenance Person, POA Manager and a Board Member. The currently formed committee therefore includes Ray Gage, Peter Rouse, Art Horton, David Slayback and Dawn Sautter. The committee will be actively engaged in short term project planning and implementation, and Long Range Planning. As different projects are planned, members of the community with expertise in the area being worked on will be requested to assist the committee.

COMMITTEES:

- 1) Airport Committee-Tony Crawford. Looking for 2 additional members.
- 2) Public Works – ray Gage reported that the mowing contract with the Country Spruce Creek Country Club will be renewed, and other contracts up for renewal in the next 90 days are being worked on. He also complimented Art Horton for his work as the Maintenance Person and commented that his skills have allowed the POA to realize maintenance savings as work is done by Art rather than being “farmed out” to outside contractors.
- 3) Safety & Security – Mike Hay reported that the program of getting the new RFID stickers into owners cars has been progressing quite well. A large number of volunteers has been helping with the program and more installation periods are regularly announced thru the POA office and on Channel 2. It is anticipated that actual operation of the gate system may begin in late April so it is necessary to get the RFID stickers in as many cars as possible so the gates can be utilized and back-up at the Guest gate will be minimized.
4. Airport Manager - Sal DeVincenzo reported that the Airport part of the SCPOA.com website is complete. Anyone wanting information about the airport, landing rights, procedures, etc, etc, can get it from the website.
5. Update – Lorraine Wahl reported that the Update realized a profit of \$15,000 last year from its overall operations. She commented that the new policy of having advertisers pre-pay for their ads has helped collections and saved her a lot of time.

MANAGER David Slayback reported on the following:

- a) There was a break in the water main on Country Club Boulevard this past Friday, 3/9/07. It turned out that the electric company was placing conduit underground and had asked other utility companies (Water Department) to mark their nearby lines. Water department mis-marked their water line and electric company broke it. The break necessitated a warning by the water department to the affected homes to boil their water. The POA found out about this Saturday morning and placed a notice on Channel 2.
- b) Collections activities continue. Liens were filed against 17 owners who owed money to the POA as of December 31, 2005. 10 have been paid \$29,400. A remainder of \$23,500 is owed by the remaining 7 owners. We are determining owner’s equity in the 7 properties to determine whether there is sufficient remaining equity to warrant filing a lien foreclosure action. This determination will be made soon and the attorney will be instructed to proceed.
- c) There was an incident on March 2 involving a plane crash. Fire Rescue units, our Security staff on duty at the time, the FAA and the NTSB all responded but, there were other responders who were not welcomed into Spruce Creek. Two reporters snuck onto the property and were caught taking pictures of the scene by our Captain of Security and immediately escorted out of Spruce Creek. Other news people came to the main gate and tried to gain access, which was denied. The flurry of activity and the pressure of multiple questioners, etc. put extra stress on our security personnel and it pointed up the need to have a trained team of residents who can be immediately dispatched to each of the gates to help maintain security and to the incident scene (whether it involves an airplane, an automobile accident, a fire, or whatever) and help maintain crowd control so the official responders can get their work done.

d) The Speed Calming Device (speed hump) is about to be installed on Spruce Creek Boulevard. If it is successful is slowing traffic one or more additional humps will be installed.

6. OLD BUSINESS.

1) By-Laws Amendment. Dawn reported that the advices received from the Association attorney support the proposed changes. However, the attorney also suggested that there are other portions of the documents which ought to be reviewed. Jack Kihm suggested that the By-Laws Committee can conduct a review of the documents later but he is in favor of handling the mail-in ballots amendment now.

A **motion** was made by Jack Kihm, second by Alan Baltz to accept the advice of the lawyer regarding the proposed amendment to allow mail-in ballots, to approve the use of a General Proxy to be used for establishing a quorum for a meeting, to proceed with the language changes in the amendment and to proceed with the March 23, 2007 mailing of a Notice of Special Membership Meeting to be held April 12, 2007 for the purpose of voting on the proposed amendment. The motion was approved unanimously.

7. NEW BUSINESS.

1) Relay for Life. This is a fund raising event sponsored by the American Cancer Society. Dawn reported that the original plan was to hold the event outside of Spruce Creek but to encourage support from our residents. Somehow the plan got changed to holding the event at Children's Playground and to conduct their "walk" around a portion of The Reserves. When the association learned of this a meeting was immediately held with the Cancer Society. A final revised plan was established, as follows: The Relay for Life will be held May 11, 2007, from 5:00 p.m. to 10:00 p.m. at Windsock Park and Cessna Boulevard (between Piper Boulevard and the runway). There will be entertainment and tents for food and fund raising activities. It will only be open to Spruce Creek residents and their invited guests.

A **motion** was made by Jack Kihm and seconded by Alan Baltz, to approve the event. Approved unanimously.

2) Emergency Preparedness. The Safety and Security Committee and the Airport Authority Committee each have developed emergency procedures manuals but they deal heavily with hurricanes. Both plans will be reviewed and updated to take into account other types of emergencies we might face and to formulate proper responses.

There used to be a Community Emergency Response Team (CERT) trained for the above duties but, in addition, was trained in emergency medical procedures. With the closeness of 2 firehouse and since the fire trucks carry EMT personnel, it is thought that the degree of medical knowledge needed is reduced. Our Security Personnel are qualified in CPR and AED (defibrillator) and our Security vehicles both carry an AED unit.

The CERT needs to be revitalized. Its members were equipped with radios, special vests and other equipment. Anyone interested in being part of a revitalized CERT should contact the POA Office. Others having the equipment but not wanting to be part of CERT are asked to return it to the POA.

- 3) ARC-Bonnie Roberts. Ms. Roberts wrote and asked the Board to overrule a decision by ARC regarding the approved height of a side yard fence she wished to install. ARC had already granted a “variance” to the fence height by approving a height of 5 feet rather than the 4 feet allowed by the C&Rs. Apparently Ms. Roberts got a Volusia County permit to install a 5 foot fence but instead installed a 6 foot fence. The County has refused to approve the 6 foot fence. Ms. Roberts has asked the Board to change the ARC approval to a 6 foot fence height.

Following discussion, a motion was made by Jack Kihm and seconded by Alan Baltz to deny the request for a change in the ARC approval. The motion was approved unanimously.

- 4) Elections Committee. Jack Kihm said that the association formerly had such a committee and he felt that it should be reestablished. The committee would work with the Property Manager, who is the person in charge of conducting elections/votes at meetings, etc. The POA Manager recommended that it be noted that an Elections Committee must be entirely neutral regarding the questions to be voted on. A member of the audience defined it further by saying that no person holding a proxy for the meeting should also serve on an elections committee because of conflict of interest. A **motion** was made by Jack Kihm and seconded by Alan Baltz to reestablish an Elections Committee to work with the POA Manager to conduct meetings at which an election is scheduled to be held. Approved unanimously.
- 5) Salary Increase for Maintenance Person. The POA Manager and the Public Works Committee Chair recommended a salary increase for the Maintenance Person. He has brought a wide range of very useful talents to his work and has saved the association substantial money by being able to handle most of the jobs to be done rather than the association having to hire outside contractors. A motion was made by Jack Kihm and seconded by Alan Baltz to approve the requested increase. The motion was approved unanimously.
- 6) Choice of CPA to conduct 2006 Audit and Tax Reporting. Since Bert Love, Association Treasurer, was not in attendance and it was decided to table this matter and to have a Special Board Meeting as soon as possible to decide which of the two CPA firms interviewed should be hired.
- 7) Rules Enforcement. The POA office receives a small but constant flow of complaints regarding failure to owners/residents to obey the C&Rs and the Rules of the POA. Two issues evolve from this: (1) the C&Rs and/or Rules often are inadequate to deal with the complaint and (2) some owners/residents refuse to follow them when reminded, which means that enforcement of compliance will involve an attorney and perhaps a court injunction, etc.

The Board talked about a Compliance Review Committee, which is mentioned in the By-Laws, and about an ad-hoc committee of other owners/residents which used

to speak with people who refused to obey. It was also noted that members of the various standing committees were used to form a small group to speak with recalcitrant owners/residents. A Resolution from some years ago which established a Compliance Review Committee was mentioned and it is being secured for review.

8. OPEN FORUM

The part of the meeting elicited a number of comments from the attendees.

1. Jack noted that Spruce Creek runs on volunteers and there is always room for more, to share the load and to make more residents aware of all that goes on in making Spruce Creek run.
2. Jack suggested that the Community Relations Committee establish a sub-committee to identify community people who have provided extra, special, service to the community and to recognize such residents for their contributions.
3. A resident commented that it is hard to read those slides on Channel 2 which have black letters on a blue background, and asked if the color scheme could be changed.
4. A resident asked if there could not be a “master” calendar of events so that everyone would know everything scheduled to happen in the Fly-In. The Manager will look into establishing a “master” calendar as part of the SCPOA website.

With no further business to come before the board the meeting was adjourned at 8:38 pm.

Jack Kihm, Secretary