

**Minutes FINAL VERSION**  
**Lansbrook Master Association Board of Directors' Meeting**  
**May 14, 2018**

**Lutheran Church of the Resurrection**  
**1555 Windmill Point Road, Palm Harbor, FL 34685**

The Lansbrook Master Association Board of Directors' Meeting was called to order by Vice President Bruce Insana at 7:01 p.m. on May 14, 2018. Also attending from the Board were: Ms. Christine Stitzel, Mr. Jon Walek, Ms. Patty Hayes, Mr. Scott Tillesen, and Mr. Tom Denham. Other attendees included Mr. Robert Smith and Mr. Ed Anderson of First Services.

**Proof of Notice:** Meeting was properly noticed in accordance with Florida State Statute 720.

**Establish Quorum:** With six members in attendance, a quorum was established.

**Meeting Minutes:** Ms. Stitzel made a motion to accept the minutes of the March 26, 2018, Board of Directors' Meeting. Mr. Insana seconded the motion. The motion passed unanimously.

**President's Report:**

There was no report as the President was not in attendance.

**Treasurer Report:**

Ms. Hayes presented an update of our financial condition. At this point we are under our budget by about \$17,000, but it was noted that our expenses are somewhat seasonal. At this time, we have approximately 2.7 months of cash on hand.

**Secretary Report:**

Mr. Tillesen advised that additional meeting minutes covering most of the last three years have been stored on the website operated by the Association. Performance of our website has been improved by our website management firm Kaze Media. The contact page has been updated to include the names of the current Board of Directors and Community Association Manager as well as having the proper underlying email addresses used with links on our Contact page. More improvements to the website will be made in coming months.

**Community Manager Report:**

Mr. Smith advised that the combined association cash balances amount to \$408,000. Other activities include: responding to 148 emails in the last month; working with the association attorney regarding the preparation of the mailing notice, exhibits, and affidavits regarding an MRTA filing; pursuing p-cards for staff use; meeting weekly with Mr. Anderson on campus issues; created a mass communication to seek volunteers for the Campus Improvement Committee; contacted Eco Energy regarding status of an RFP for LED light conversion; and has completed employee reviews. Mr. Smith also reported that an issue of water collecting on the play equipment has been corrected with weep holes installed under warranty by the installer.

**Campus Improvement Committee Report:**

Mr. Walek advised he recently attended a "Florida Friendly" seminar to better understand the selection of the right plants, at the right time, with the right mulch given available irrigation for our entrance and roadway landscaping. He is soliciting homeowners to join the Campus Improvement Committee, which he would like to grow to 7 to 9 members. The Committee would meet for 90 minutes every other month, 2 to 3 weeks before the Board of Directors meeting. There was discussion about hiring a landscape architect to design a main entrance that would be Florida Friendly. While one has been found to bid on the work, others will be sought out. In addition, the University of Florida might be willing to give their thoughts on this project.

**Campus Services Report:**

Mr. Anderson advised that new gutters have been put on buildings at Commons Park and the Lakefront. The work office has been remodeled. A new water tanker has been purchased and is being put to good use. Other recent accomplishments include: replacing the seats on the swing set, replacing the roof on the maintenance building, spill training for the staff, new dog stations at the Lakefront, replaced one and repaired other drinking fountains, refurbished picnic tables, and replaced bathroom doors at Lakefront.

Questions were raised concerning master association controlled sprinklers. Mr. Anderson pointed out that the association has about 5,000 sprinkler heads under management and there have been 176 repairs since the beginning of the year.

**Projects:**

There were no extraordinary projects proposed or approved.

**Marketable Record Title Action (MRTA)**

According to Florida Statutes, publicly filed covenants expire in 30 years. The association is nearing that expiration date and an action by the Board of Directors is required at a public meeting. Appropriate notice was sent to homeowners advising that this topic would be discussed and presented for approval at this meeting.

Mr. Insana made a motion that the Association should, in order to preserve the covenants and restrictions in the declaration and the attachments thereto, undertake all actions and incur expenses necessary and reasonable to do so. Mr. Denham seconded the motion. The motion passed unanimously.

**Audience Input:**

Audience members suggested that any new entrance design needs to be eye-catching and have "pop." There also was a suggestion that the Arbor Day Foundation might also be a resource for entrance design ideas. It was pointed out that a number of street signs are leaning - as these are the responsibility of the county it was suggested that homeowners report this directly. The Board of Directors were thanked for their service to the community. Some sprinkler adjustments are difficult for the staff to address because water isn't available during working hours - however, Mr. Anderson should be made aware when adjustments are needed. It was suggested that Board meeting signs should be placed closer to the STOP signs, so that they are easier to read. It was pointed out that the Sheriff's deputies have been stopping some neighborhood kids from fishing in various ponds - there was an observation that there might be a trespassing issue in some areas of Lansbrook.

The next meeting of the Lansbrook Master Association Board of Directors is scheduled for Monday, July 16, 2018 at 7:00 p.m.

Mr. Walek made a motion to adjourn the meeting. Ms. Hayes seconded the motion. The motion passed unanimously and the meeting was adjourned at 8:30 p.m.

Respectfully submitted by:  
Scott Tillesen  
Secretary  
Lansbrook Master Association