



Doral Homeowners Association Meeting

Wednesday, March 18, 2020 - 7:00 p.m.

Open conference call due to Coronavirus and school closures

(Call access posted to Doral website and Nextdoor)

MINUTES

- I. CALL TO ORDER – **Jean Langbein**
- II. REVIEW AND APPROVAL OF NOVEMBER 20, 2019 MEETING MINUTES
(January 15 Meeting canceled due to insufficient attendance)
– **Bill Buttaggi and Board** - *Minutes approved.*
- III. BOARD MEMBER REPORTS
 - Financial Report: **Richard Carr**
 - Financial status report. – *Overall financial health of Doral HOA is good. First report using Chambers financial data was received although the information is not as detailed as Summit's. Richard is working with Chambers to provide input to the financial spreadsheet as well as additional data usually reported. Doral checking account has been transitioned to SunTrust and both Jean's and Richard's names have been added for access to the reserve funds when/if needed. Chambers has been given approval to process normal monthly vendor invoices. Board will retain approval of non-standard invoices like snow removal or special projects. Chambers does not use some of the lines of accounting that Summit used. Adjustments on line items will be incorporated into next year's budget.*
 - ARC Report: **El Hadji Fall & Craig Jones**
 - ARC status update – *Some applications have been approved such as a driveway. A date for the community walk-through will be scheduled by the May meeting. A proposal to have the ARC along with Chambers do the initial walk-through inspections together was presented and discussed. Chambers is available for the follow-up inspections on the homes with violations at pre-approved time periods. Any follow-up visits would be charged at \$150 per trip. A plan of action will need to be put-in place prior. Clarification on the follow-up inspections will be obtained for the May meeting at which time the board can vote on whether to proceed..*
 - Rainscapes Project Plan – estimates from engineers – *El Hadji and an engineer walked through the property. Engineer will draw up a plan soon to be presented at the May meeting. Areas by townhomes on both sides of the stream will be included in the initial project. Possible rebates up to \$50k from county. Due to the cost of engineering services, El Hadji is offering to provide his technical assistance at no cost to the community in an effort to help keep costs down.*
 - Doral Town Home Report: **Vicki Goss**
 - Doral Town Home status update. – *Flooding behind townhomes near Vicki's home is still occurring. Trash enclosures are looking dirty and may need a cleaning this spring. Richard to get price from Greenskeeper.*
 - Doral Website / Signage: **Bill Buttaggi**
 - Doral Website status update. – *Updated site and ARC Exterior Alteration Application with Chambers Management info. Made yearly GoDaddy payment for url (\$28.16). Yearly web hosting invoice should be coming soon (\$99).*

IV. OLD/NEW BUSINESS

- Old Business:

- Status of any legal action – **Jean Langbein** – *Two cases are still open. In the first case, the Lawyer received a court order to garnish funds which will be sent to Chambers upon receipt. In the second case, the attorney filed for a lean – but has yet to hear back from the homeowners. Lawyer asking if the Board wants to proceed in filing a personal lawsuit. Personal lawsuit would take about 90 days. Jean to get more info from Lawyers and will put together a document and send to the board for review and a vote.*

Collection policy - Chambers is suggesting lowering threshold from \$1000 to \$500 to contact homeowners when delinquent. Richard will put together a document to review. Will put this item on the agenda for May's meeting to vote on.

- Update on Chambers Management Company – **Jean Langbein** – *Chambers discovered several homeowners overpaid the HOA fees with Summit last year and show a credit as of 12/31/19. A few underpaid slightly last year but paid in full this year. A suggestion was made that homeowners who overpaid \$50 or more by end of year will get a check and less than \$50 will get credit for next year. The board will continue to work with Chambers on how to resolve.*

- New Business:

- Review of scanning company estimates to address storage of Doral records. *Guidance on which records and for how long has been obtained. Three estimates were received for scanning of document. After sorting through 13 “bankers box size” boxes, only about 5 boxes now need scanning. The remainder will need to be shredded. A motion was made and approved to move forward with ImageX. Jean will contact them to make arrangements.*
- Board elections in May – *Two board members terms are up at the end of May 2020 – Vicki Goss and El Hadji Fall. Vicki will not continue on Board, El Hadji agreed to continue with another term. If the May meeting cannot be held due to coronavirus, proxies can be sent to homeowners to return to Chambers. If not enough proxies are received, board members can contact additional homeowners for proxies.*
May 20, 2020 Addendum to Meeting Minutes - Subsequent to the March 18, 2020 meeting, Vicki reconsidered her position of not remaining on the board after the next Annual Meeting. She would like to continue on the board and requested that her name be allowed on the ballot. A majority of Board Members agreed via email that we would approve Vicki's request and that her name would be put back on the ballot.
- No soliciting signage – *Complaints from homeowners have been received regarding an increase in solicitors showing up at doors or leaving advertisements. Bill to look into county provided sign at Doral entrance. Also, a custom window sign for people to print and attach to their window or door will be uploaded to the website.*
- County work on the storm pond and sidewalks – *County completed work on storm pond. It was cleaned out, a tree removed from the diverter, and a lot of grass replanted. The county did a great job and should make cleaning and maintaining it easier going forward.*

V. OPEN FORUM (30 Minutes)

- HO/Town Home Resident Comments – *No comments*

VI. ADJOURNMENT

- Board Motion/Second/Vote – *Approved – adjourned at 8:30pm*

Board Attendees: Jean Langbein, Richard Carr, Bill Buttaggi, El Hadji Fall, Frank Deluca, Vicki Goss