

**Huntington HOA of Pinellas**  
**Minutes of the Board of Directors' Meeting**  
**Tuesday, January 14, 2025, at 6pm**

**Call to Order:**

The meeting was called to order by the HOA President Nancy Caplan at 6pm.

**Proof of Notice:**

Proof of notice was confirmed.

**Meeting Attendance – Quorum verified:**

President- Nancy Caplan  
Vice President- Carol Crawford  
Treasurer- Thomas McLaughlin- arrived in person at 6:11pm  
Secretary- Susan Williamson  
Director- Robin Zymroz  
Director- Barb Stroh  
Director- Carey Goldberg  
Director- Brian Conlon- arrived on Zoom at 6:04pm  
Director- Richard Van Peer- arrived on Zoom at 6:02pm

**Approval of Minutes:**

Board of Directors meeting minutes from October 24, 2024, November 4, 2024, November 20, 2024, and December 17, 2024, were approved. Robin Zymroz made a motion for approval of all four dates above; Carol Crawford seconded. All in favor.

**President's Report:**

Nancy Caplan shared the 2024 accomplishments of the BOD as follows:

- Sidewalk repairs completed (a reminder that homeowners are responsible for cleaning/power washing of sidewalks)
- Wall project funded/ rebuilt/trees replanted
- Hurricane damage remediation
- Storage costs decreased/inventory reduced
- Front entrance plant beds redesigned
- Board secretary taking meeting minutes/eliminates management company fee

Issues for the HOB in 2025 include Mullet Creek flooding, gate repairs, and camera repairs.

## Treasurer's Report:

Jim Maketa reported the operating and reserve account balances. He also reported that no vote is needed to allow approval authority of invoices by Ameritech and BOD Treasurer. Thomas McLaughlin deferred his treasurer's report until the next meeting due to the requisite financial information being provided by Ameritech only this afternoon. All emergency expenditures were ratified as follows:

- Danny's Tree Service- Motion by Carol Crawford and seconded by Barb Stroh. All in favor of approving the \$5300.00 (hurricane clean up).
- Quality Windows and Doors- Motion by Robin Zymroz and seconded by Carol Crawford. All in favor of approving \$642.00 (guard house slider repair).
- Sunrise landscape- Motion by Barb Stroh and seconded by Robin Zymroz. All in favor of approving \$232.99 (irrigation maintenance).
- Sunrise Landscape- Motion by Robin Zymroz and seconded by Carol Crawford. All in favor of approving \$230.00 (front irrigation sprays heads).

## Manager's Report:

Provided and reviewed by Jim Mateka.

## Committee/Working Groups:

- a. **ARC**- Approved the following:
  - 2406 Huntington Blvd- demolishing slab on side of house, new paint color
  - 2416 Huntington Blvd- new driveway
  - 1612 Huntington Place- new landscaping and walkwayOpen request on 2404 Huntington Blvd for driveway pavers and new landscaping. Web requests are still not working at present.
- b. **Wall Update**- Gloria Woods reviewed the project expenditures as of 1/14/25 and remaining balance (which will go back into wall reserve). Discussion regarding broken irrigation line (adjacent to new sod planting area) with request from President Nancy Caplan for \$700.00 to repair irrigation line. Motion made by Robin Zymroz to authorize 'not to exceed \$700.00' for repairs. Seconded by Susan Williamson. All in favor.
- c. **New gate/security system**- This group has not yet met and will look at future options after the repairs to the system (covered under the insurance claims) are completed.

## Old Business:

- a. **Hurricane damage insurance update**- Carey Goldberg and Nancy Caplan to work on.
- b. **Status of insurance claim for walk gate/exit gate/column damage**- No responsibility thus far has been taken by Carroll's Bldg Supply (delivery truck damaged exit gate column) or Mott's Contracting (who hired them). Discussion to send issue to attorney ensued with conclusion by group that attorney involvement should be postponed until the wall project is completed. Motion to postpone attorney involvement until wall project completed made by Thomas McLaughlin and seconded by Carol Crawford. All in favor.
- c. **Lighting on Green Springs**- Lights remain on during the day, but not at night. Jim Mateka to contact power company.
- d. **Board training classes**- Discussion was made of current limited availability of required 4 hr. training classes. Classes may be live or virtual. Jim Mateka will send emails as new

classes are made available. Once class is completed, a certificate of completion should be sent to Jim.

### **New Business:**

- a. **Sunrise turf treatment proposal-** After discussion, decision made by board to treat common areas for mole crickets and fire ants by vendor Sunrise Landscape. They will need to treat current sod, plus the soil, followed by the new sod replacement. Motion made by Robin Zymroz and seconded by Barb Stroh for insect treatment not to exceed \$1000.00. All in favor.
- b. **Insurance policy approval (to include workers comp)-** February 1<sup>st</sup> is our renewal date for our HOA insurance policy. Discussion by group to include workers compensation (which may potentially be needed for community volunteers working in our neighborhood) took place and resulted in a Motion made by Nancy Caplan to include workers compensation in our policy. Seconded by Carol Crawford. Opposed by Thomas McLaughlin. All others in favor and motion passed.
- c. **Late fee policy-** Currently, Huntington homeowners are charged \$25.00 for the month that their fee is late. This is **not** a cumulative fee, incurring each successive month that the missed monthly fee is not paid. Discussion surrounding problems with the change in banks and automated payment system last year may have contributed to late charges. Poor correspondence from the management company re: late fees discussed. Jim Mateka will investigate these issues and with Carol's assistance, evaluate the boards' options in managing late fees.
- d. **President's approval authority for work quotations up to \$800.00-** After discussion, Motion made by Barb Stroh to authorize the President and Treasurer of the board (unless one of them is not available, in which case either of them, acting together with any other second officer) to approve work quotations up to \$800.00. This **joint approval** was seconded by Robin Zymroz. All in favor.

### **Open Forum for Homeowners:**

A community member brought forth the issue of automobiles being parked overnight on the street, which is in violation of our bylaws. Currently notice goes to the homeowner of the violation. Jim Mateka will investigate appropriate next steps, including contracting of towing companies and specifications of signage that would need to be posted at entrance to our community. No other issues were brought forward.

### **Date of next meeting:**

Next meeting will be Tuesday, February 18, 2025, at 6pm. Future meetings will be held on the 3<sup>rd</sup> Tuesday of each month at 6pm. Jim Mateka will send a schedule of remaining meetings for the year.

### **Adjournment:**

Robin Zymroz made a motion to adjourn at 7:24pm; seconded by Barb Stroh. All in favor.