

**Vines Community Association, Inc.**  
**Board of Directors Meeting**  
**December 21, 2009**

President Candy Boothe called the meeting to order at 8:30 A.M. in the Perry Room of the Estero CC. Directors, Candy Boothe, R.W. Collins, Joe Houghtalen, Jordan Ross, Jake Slot and Bob Wagner were present. Also attending was Steve Allen, Pegasus Property Management.

The minutes of the prior meeting were read. The President's Report was amended to say, "Tom Zirkle proposes to do electrical work for \$50/hr." The minutes were approved as amended.

The financial report for November, 2009, was reviewed.

**Reports of Officers:**

President – no report.

Treasurer – R.W. Collins reported that the Association was in good financial shape and will end the year with a positive balance.

**Committee Reports:**

Safety & Security – Jake Slot reported that he was unhappy with the way some of the "No Trespassing" signs were attached. He notified the company that payment will be withheld until the problem is rectified. (R.W. Collins suggested that the sign just inside the entrance from Belle Lago be replaced with one that just said "Country Club Members Only." The Board concurred.) Jake plans to present a plan to install speed bumps on Vintage Trace Circle at the January board meeting. He also reported that the ECC General Manager has been dealing directly with Vines Security instead of going through him. The Board agreed to send a letter the General Manager informing him to work with security through Jake.

Landscaping – Bob Wagner reported that Tropical Fence will begin repairing the fence in January. He will work with ABC Pest Control and Lewsader's to see that they do a better job of weed control.

**Old Business:**

1. Document Updates – R.W. Collins read the response from the Association's attorney to his concerning procedures for amending the documents. He now recommends that two informational meetings be scheduled for middle to late February. Details for conducting these meetings and the wording of the ballot in March will be finalized at the January board meeting.
2. ECCL Dues – Bob Wagner moved that the Association pay the \$200 dues for 2010. The motion was seconded by Joe Houghtalen and passed by a vote of 4-2 (Jordan Ross and Jake Slot voting no).

3. Contribution to Estero Defense Fund – Action on this item was tabled until the January meeting in order to get an opinion from the Association’s attorney about whether the Association can legally contribute to this fund.

**New Business:**

1. Billing & Collection Procedures – The Board reviewed the proposed collection letters and approved the following procedures.
  - a. The quarterly bill will contain a notice that the Association will apply a \$25 late fee if the bill is not received by the due date.
  - b. After 15 days, a late notice will be sent indicating that, in addition to the late fee, interest will be charged if the payment is not received by the 28<sup>th</sup> of the month.
  - c. After 30 days, a new statement will be sent out containing the late fee and interest amounts.
  - d. After 45 days, another late notice letter will be sent out.
  - e. After 60 days, a letter will be sent indicating that debt will be turned over to our attorney for action. The attorney’s fee will be a minimum of \$350.
  - f. After 75 days, turn the matter over to the Association’s attorney.

**Architectural Review:**

19211 Vintage Trace Circle – Mr. & Mrs. Carroll requested permission to repaint their home. The request was approved unanimously.

The Board asked Pegasus to notify Mr. & Mrs. Mashione (19299 VTC) that their contractor’s sign violated the VCA Rules & Regulations and should be removed.

The next Board meeting was scheduled for Monday, January 25, 2010, at 8:30 A.M.

With no further business to come before the Board, the meeting was adjourned.

Respectfully submitted

R.W. Collins  
VCA Secretary