**Town Oaks Homeowner’s Association, Inc.**

**Wednesday, December 16, 2015 – 6:00 pm**

**Board of Directors Meeting & 2016 Budget Meeting**

**Held at Sea Breeze Community Management Services**

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CALL TO ORDER

The meeting was called to order at 6:06 pm by Patricia Callahan.

ROLL CALL

In attendance, at the meeting, were Patricia Callahan, Max Groceman and Diana Rennie. Quorum obtained.

MINUTES APPROVAL

A motion was made by Patricia to approve the November 17, 2015 meeting minutes as published, seconded by Diana and passed unanimously.

TREASURER’S REPORT

Max Groceman read the financial reports as of November 30, 2015. Board unanimously approved.

* **Review and approve 2016 Budget**

Max made the motion to approve the 2016 budget as presented, keeping the assessments at $400.00 per unit, per quarter, seconded by Diana and passed unanimously.

NEW BUSINESS

Janet Bereda resigned from the Board. The remaining board members unanimously approved Alison Stanavitch to the Board.

Patricia motioned to approve two $50.00 Visa gift cards for Jerry and Dave, seconded by Diana and passed unanimously. Patricia will pick them up.

Patricia motioned to approve Board purchasing couple cans of spray paint – if needed – along with 10 square orange curb reflectors. Also to purchase from E-Bay letters for the sign board – Max to measure size

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needed and will advise Manager. Price not to exceed $100.00, seconded by Diana and passed unanimously.

Proposal for new lake fountain with lights from Palm Beach Aquatics was presented for Board review. Max motioned to approve the proposal, seconded by Patricia and passed unanimously.

Insurance Renewal Time: Diana reviewed the policy and motioned to approve the new policies with the following corrections: Change to Sea Breeze not Bristol, remove playground from coverage, add pond to coverage. Motion seconded by Max and passed unanimously.

Manager to contact Palm Beach Gardens City Manager to advise lines on roads need to be painted as they are fading. Also contact code enforcement to advise end Burns Road and Prosperity landscaping not being maintained.

Board unanimously approved posting the meeting minutes to the website.

Patricia motioned for approval to purchase blue dye for the lake, approx cost $50.00, seconded by Max and passed unanimously.

Bank to be notified house #1067 must have pool maintained

Bulk rate cable TV contract expires in 2017, Diana will talk to Mark the manager on renewal options.

House for sale has done some work but used plywood not cedar, note the wood must be cedar.

**Newsletter Items:**

Keep car doors locked. Advise owners of services Jerry can perform and his phone number. Plus pest control – Mike from Evergreen ( will do back yards for $21.00 per quarter), can also do inside of homes. Note moles eat grubs, by removing grubs moles should leave.

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Other Business:

 ARB Approvals: 2 ARB’s approved

NEXT MEETING DATE

Next meeting date:  January 20, 2016 at 6:00 pm at Sea Breeze office, 4227 Northlake Blvd., PBG, 33410.

ADJOURNMENT – There being no further business, meeting was adjourned at 7:56 pm