

CAMBRIDGE GREENS of CITRUS HILLS PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
January 8, 2014

The meeting of Cambridge Greens of Citrus Hills was brought to order at 9:30 AM. Those in attendance were Allan Devine, Ray Simard, Carol Chance, and Douglas Kline not in attendance was Clayton Hart. Also in attendance were Diane Evans, LCAM and Amber Proctor LCAM. A quorum was established.

**The reading of the minutes from November 19, 2013 was waived with no corrections by a motion from Carol Chance, second by Doug Kline all in favor. Motion passed.**

Presidents Report:

The Annual Meeting is scheduled for March 19, 2014 at the Citrus Hills Grill starting with Social Hour at 5:30 P.M. and the meeting starting at 6:30 P.M. Arrangements are in the finalizing stage with Citrus Hills Golf and Country Club.

AI is waiting to hear from Chris Morrison regarding the news letter.

There are three (3) open positions available on the Board of Directors for 2014. The candidates running are incumbents, Allen Devine, Clayton Hart and Doug Kline. Nominations will be taken from the floor. The mailing will consist of the Agenda, Presidents Report, Proxy, Recorded Amendment to the Restrictions from 2013, minutes from 2013 Annual Meeting, Budget, Architectural Control Report and a form for permission to use owner's emails.

**Motion was made by Ray Simard and seconded by AI Devine to accept the above slate of incumbents as candidates for 2014 and to approve the information mentioned above for the Annual Meeting mailing, all in favor. Motion passed.**

*Action Item: Have accounting check to see if all banks have been billed for property that was in foreclosure.*

A form will be used for minor violations with in the community regarding carriage lights, light maintenance on lawns/shrubs, cleaning of driveway /sidewalks and parking on lawns.

**Motion by AI Devine and second by Carol Chance to approve the form "Owner Reminder" to be used for minor violations before a violation letter is sent, all in favor. Motion passed.**

The owner at 1218 Chance has a fence that is in need of repairs. Management will view the violation before a letter is sent.

Vice Presidents Report:

Nothing to report.

Treasurer's Report: Doug Kline. To date Current Assets are \$72,047.04, \$15,950.87 in Liabilities, \$21,032.72 Reserves and \$35,263.45 in Total Fund Balance Other Assets of \$200.00.

**Motion to approve the treasurer's report and file for audit by Ray Simard, second by Allan Devine, all in favor. Motion passed.**

Secretary's Report:

Not in attendance

The Social Committee Carol Chance: The Yard Sale went well there were many owners who participated in the event. A spring event will be discussed at the March committee meeting.

ACB Ray Simard: A current written report was submitted and filed in the Board's book. The committee is looking for another owner to sit on the committee to help in reviewing applications.

Nominating Committee Ray Simard: Ray was in contact with one person who might be interested in running for the Board. Ray will follow-up and let the Board know if they are interested.

Document Review Clayton

Manager's Report: A letter was sent to County Code Enforcement, Ms. Kimberly Corbin thanking the department for their help in the clean-up of 1498 E. St James Loop.

The account of 1498 E St James Loop has been closed with the attorney.

Old Business: Nothing to report.

New Business: The Annual Meeting is March 19, 2014 at Citrus Hills Golf and Country Club starting at: Social starting at 5:30 PM and Annual Meeting starting at 6:30 PM. It was suggested that a place be provided on the proxy statement for an owner to provide his or hers email address for the use of association business.

The next Board of Directors Meeting will be held on February 19, 2014 at the offices of Villages Services at 9:30 a.m.

**Meeting adjourned at 11:45 A. M. Motion by Doug Kline and second by Ray Simard, all in favor. Motion passed.**

Submitted by:  
Diane Evans, LCAM for

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Carol Chance for Clayton Hart  
Vice President Secretary

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Date: