

GLENLAKE PROPERTY OWNERS ASSOCIATION, INC.
Board of Directors Meeting
January 25, 2018

The Glenlake Property Owner's Association, Inc., Board of Directors Meeting convened at 6:30 p.m., on November 16, 2017 at 4400 E Hwy 20, Suite 311, Niceville, Florida. Present were directors Rob Bradley, Brian Haugen, Paul Martin and Tom Whittemore. Representing Bluewater Association Management was Laura Landsberger and Toni High.

Having established a quorum, Mr. Bradley called the meeting to order at 6:30 p.m.

Approval of Minutes:

The November 16, 2017 Board of Directors Meeting Minutes, Mr. Martin made a motion to approve Mr. Whittemore seconded, none opposed.

Reports:

Finance/Treasurer Report – Mr. Haugen:

- The December 2017 financials were reviewed and discussed. Mr. Haugen made a motion to approve, none opposed.
 - Bad debt budget line added
 - Look into \$500.00 Utility Deposit?
 - 1118 add maturity date
 - Add reserves to 1117 and 1118
 - \$277 under 3311 interest because bank sat on paperwork
 - No late fees billed due to PO Box issues
 - \$580.00 approved for community clean up from Matt Bradly DBA Bayou Tree
 - Grounds contract under current budgeted amount
 - Greenbelt Concrete grinder is broken. Mr. Whittemore will contact Potpan Asphalt for sidewalk repairs.
 - Trees have been Trimmed

Grounds & Lake Report – Mr. Whittemore:

Mr. Bradly commended Mr. Whittemore on the success of the community Clean Up.

Few plants still need to be added

Roads – Mr. Whittemore:

- No big projects planned this year.
- Mr. Whittemore will be doing a few cold patches to fill holes.

Social Directors Report:

- None

Communications Director Report – Mr. Martin:

- None

Architectural Review – Mr. Bradley

- Mr. Klausutis Roof was replaced no change in design
- Application by Mr. and Mrs. Cobb to install circular driveway with exceptions to the Covenants
 - Their house is in a unique position due to location of blind curve
 - A exception of 12' 9" is being requested from the mandatory 16'
 - Backing out is difficult due to blind curve
 - Front yard is narrow
 - BoD does have authority to make exception
 - Turn around pad for backing out of the garage based on layout of property
- Mr. Bradley makes a motion to approve Cobb Driveway, Mr. Haugen seconds discussion incurs
 - Reminder no cars to be kept on parking pad
 - BoD exists to maintain property values
 - This proposal is well done
 - Mr. Whittemore motions to approve Cobb Driveway, Mr. Martin seconds all in favor none opposed

New Business:

- Approved quarterly Dues through email
- Need to update Rules and Restrictions to maintain property values and not allow Air BNB and VBRO type business. Research verbiage
- Collections Discussion Make sure lien is active.

The next scheduled Board of Directors Meeting will be held on Wednesday April 11, 2018 at 6:30 p.m. in the Conference Room of Bluewater Association Management. Having no other business to come before the Board, the meeting was adjourned at 7:41 p.m., with a motion from Mr. Haugen with a second from Mr. Bradley none opposed.

**Presented by Laura Landsberger
Association Manager**