

The Refuge Community Association Inc.
Annual Meeting Minutes
February 27th, 2016

The meeting was called to order by the President Tom Graybill at 10:00 A.M. Board Members present were Tom Graybill, Phil Bracamonte, Brian Thienes, and Ray Powell. The Community Association Manager Amy Telnes was present. General Members present were asked to sign their name on an attendance sheet which will be kept on file with these minutes.

Amy Telnes reported that we failed to meet quorum for the Annual Meeting. We required 159 ballots by absentee or in person and we only received 117. When it appeared we may not achieve quorum, legal counsel was consulted about what would happen if we did not get quorum at this Annual Meeting.

The By-Laws state:

A majority of the members in person or by proxy constitute a quorum. (*Proxies are now prohibited by law and have been replaced with absentee ballots*) If the required quorum is not present, a majority of those present may adjourn the meeting. At any adjourned meeting, any business that might have been transacted at the meeting originally called may be transacted by the Board without further notice.

With advice from legal counsel and with the Board's interpretation of this section of the By-Laws, it is in the best interest of the Association to adjourn the Annual Meeting and proceed with a subsequent meeting to finalize the election and allow 2 Board Members to be elected by a majority of the votes received by absentee ballot and in person.

Amy Telnes stated that everything that happens here today will be discussed with legal counsel to insure we have done everything correctly. If for some reason a step was missed or interpretation of what was supposed to take place was not accurate, we will correct everything as quickly as possible. Even if that means going through the large expense of another Annual Meeting. However, since we have received advice from legal counsel to proceed in this manner, we believe we are doing anything correctly and that won't be necessary.

Unless a majority of those present object, Amy Telnes recommended that the Board take the advice of legal counsel to adjourn the Annual Meeting due to lack of quorum, and that the election take place in a subsequent meeting to take care of the important and necessary business of electing 2 Board Members today.

5 people in attendance objected to adjourning the meeting by a show of hands. The rest of those in the room, a majority, as shown from the attendance sheet record, along with the Board Members present agreed to adjourn the Annual Meeting and move forward with the subsequent meeting to take care of the business at hand today listed on the agenda by a show of hands.

Action: Brian Thienes then made a motion to adjourn the Annual Meeting. Phil Bracamonte seconded, and the motion carried by a majority of those present, to adjourn the Annual Meeting and move forward with the subsequent meeting.

President Tom Graybill called the subsequent meeting to order.

Action: Phil Bracamonte made a motion to hold a second meeting. Brian Thienes seconded. Vote 4-0.

Samantha Whittle from Metro Tax and Accounting came forward to provide the election results after her firm tallied all the ballots. Ms. Whittle reported 117 ballots were received.

Tom Graybill received 115 votes

Gary Roundy received 94 votes

Bert Roberts received 1 vote

Ben LaParne received 1 vote

Therefore, Tom Graybill and Gary Roundy were elected to the Board to each serve a term of 3 years.

A Roll Call of the Board was taken, and Board Members present were Tom Graybill, Brian Thienes, Ray Powell, Phil Bracamonte, and Gary Roundy.

The Board reviewed the 2015 Annual Meeting Minutes.

Action: Ray Powell made a motion to approve the 2015 Annual Meeting Minutes as written. Gary Roundy seconded. Vote 5-0.

The Board reviewed the Association's insurance policies. Phil Bracamonte informed everyone that the master insurance policies were renewed on February 4th. The property and general liability policy was purchased from Farmers for \$8,480.00. \$9,000.00 was budgeted for this policy. The D&O policy was purchased from Travelers for \$10,806.00. \$16,000.00 was budgeted for this policy. Tom Graybill thanked Phil for shopping the policies and negotiating the best prices possible. The Association reduce their insurance costs by \$6,500.00 in 2016.

Action: Phil Bracamonte made a motion to implement and approve the purchase of the policies. Brian Thienes seconded. Vote 5-0.

Phil Bracamonte as the Treasurer went over the 2015 Compilation Report. Cathy DePaul asked about the money collected for the Guard Station. Tom Graybill explained that there have been a few delays with construction. Money has been collected, the contract has been awarded, and we are moving forward with the project.

Action: Phil Bracamonte made a motion to approve the 2015 Compilation report. Ray Powell seconded. Vote 5-0.

Tom Graybill explained that at the November 22nd 2015 meeting, the Board voted to revise approx. 14 items in the Design Guidelines. The Design Review Committee has asked that the Board revised the wall & fence guidelines. Tom Graybill read from pages 24 & 25 of the Design Guidelines. There are variations in the community. The DRC would like more uniformity/conformity with only split face block being allowed, and 2 courses of block be required as a foundation to all future rod iron fences. Phil Bracamonte asked if stucco would still be acceptable for walls. Tom Graybill answered no. General Member Joan Coulter stated she

would like to see a little bit of personality and not have everything the same. General Member and Approved Builder Scott Ward recommended that the Board clarify this requirement further and define if it should be just for perimeter walls or all walls on a property. His concern was split face block isn't always the most architecturally pleasing. Tom Graybill stated this item will go back to the Design Review Committee for further clarification.

Action: None

Tom Graybill asked Scott Ward to provide a report on the irrigation line along Arnold Palmer. Scott reported the line tees off a mainline from the Golf Course. The water has a problem with algae in the Summer months. The lines constantly clog from the algae and require daily maintenance. The Algae is treatable and can be managed with injectable materials. Scott is working with Kirby from the golf course to look at options and what it would cost to clean and maintain these lines. They are researching costs of teeing into domestic water vs. contributing to the cleaning of the affluent lines. The solution will require cooperation with the golf course. Scott Ward reported the Guard Station plans were submitted to the County, and that the County is 6-8 weeks behind on permit approvals. A sewer holding tank was originally planned, and now after more research, he and the Board are looking into tapping into the City sewer. Tom Graybill stated the structure still does not require a permit, but the sewer does.

General Member Gary Pitchford asked where the new Guard Station will be placed. Tom Graybill answered it will be placed in the center island approx. 10 feet before the keypad.

General Member Robyn Calloway asked about the size of the Guard Station, how it will sit within the width of roadway, and if it will have restroom facilities. Scott Ward explained the existing width of the road is wide enough. Tom Graybill explained the guard station is 8 ft. wide by 14 ft. long, and there will be restroom facilities.

Tom Graybill stated the Board is making an effort to get more regular meetings on the schedule. The Board has formed several Committees to spur more Community involvement and these Committees are producing really good input from really good people.

Board Meetings scheduled for 2016:

April 16th, 2016 at 9:00 A.M. at the Hampton Inn

August 13th, 2016 at 9:00 A.M. at the Hampton Inn

The Board opened the meeting to the floor for questions and comments.

General Member Catherine DePaul stated she wants to see a simplistic pattern for the landscaping on Arnold Palmer, and the current Guards are not that effective, and the Community is vulnerable at night.

General Member Bob Boynton asked that all the security codes be changed to improve security.


General Member Ray Mathias asked that a large bush be trimmed to improve visibility while exiting the Community at the North Entrance.

General Member Michelle Mister asked if people can wash cars in the Community. She also stated the weeds on the vacant lots need attention. There is no rule against washing cars in the Community. The Manager Amy Telnes reported that over the past 2 weeks a large number of weed violation notices were mailed out.

General Member Bill Gibbons asked for an update on the lawsuit. Brian Thienes stated there is nothing to report, and the court of appeals still has not issued a decision.

With no further business, and with a unanimous vote by the Board, the meeting was adjourned at 11:00 A.M.

Signed this 18 day of OCTOBER, 2016

By: 
Gary Roundy, Secretary