



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.  
MONTHLY BOARD OF DIRECTORS  
MEETING MINUTES  
November 29, 2018**

**I. CALL TO ORDER**

William West, President of Carrollwood Village Phase III Homeowners Association Inc., called the Board of Directors meeting to order at 7:00 p.m. on November 29, 2018 at Carrollwood Cultural Center (C.V. Community Room), 4537 Lowell Rd, Tampa, FL 33618.

**II. ROLL CALL / NOTICE OF MEETING**

**Directors Present:**

William West – President  
Suzanne Fernandez – Treasurer  
Susan Gerig – Secretary  
Frank Mazzie – Director  
Phillip Clark – Director  
Jack Crutchfield – Director  
Mike Jenkins – Director

**Directors Absent:**

Dan Martucci  
Marlene Harper

**Guests Present:**

Megan Diaz, GPI Recording Secretary  
Van Chandler, GPI  
Maria Rodriguez, Weachter Insurance  
Wendy White  
Christopher Rule  
Jane Case

**III. APPROVAL OF MINUTES**

Mike Jenkins made a motion to approve the November 1, 2018 Board of Directors and ARC meeting minutes with the correction of showing Dan Martucci as being absent. The motion was seconded by Suzanne Fernandez. All in favor, the motion passed.

**IV. PRESENTATIONS**

Maria from Weachter Insurance presented to the Board a new option for insurance. A better option is for the Association to have the insurance policies “bundled.” The general liability (G/L) was quoted for two (2) million or four (4) million dollars respectively. The current policy is at two (2) million dollars. This insurance policy has Directors and Officers insurance bundled as well. The coverage limits the tennis courts forty-thousand (\$40,000.00) dollars. In addition, the insurance covers the equipment for the irrigation valves, irrigation system, playground, employee dishonesty, fitness center and ponds. The Worker’s Compensation insurance policy costs \$700.00.

**V. UNFINISHED BUSINESS – None.**

**VI. NEW BUSINESS**

**A. Discuss/Approve the New Insurance Policies** – William West gave the report. The total cost will be fifteen-thousand eight hundred (\$15,800) dollars for the ten (\$10,000,000) million dollar policy. This will be a savings of one-thousand (\$1,000) dollars from the current policy. Brown and Brown are to request a refund for the money not used for FHP. Van Chandler will be sending an email to Brown and Brown for a refund and deadline of the policy. In addition, Van will see if the insurance policy dates can be moved to the same date so it will be a smooth transition to the new insurance policy holder. William West made a motion to move to Weachter Insurance Bankers HOA association business owner policy when the current Brown and Brown insurance expires. The motion was seconded by Suzanne Fernandez. All in favor, motion passed.



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**VI. NEW BUSINESS (continued)**

- B. Select Annual Membership Meeting in May** – Suzanne Fernandez made a motion to hold the annual membership meeting on May 15<sup>th</sup>, 2019 at 7:00pm and to have the mail be sent by the 10<sup>th</sup> of April. The motion was seconded by Mike Jenkins. **All in favor, motion passed.**
- C. Preparation for the Meeting** - March 27<sup>th</sup> will be the meeting before the mailing. People need to turn in candidate applications to run for a Board seat by February 15<sup>th</sup>, 2019. CV Voice will send an electronic email on January 16<sup>th</sup> to give thirty (30) days to contact Van Chandler and give him the candidate application.
- Annual Assessment Packet Contents** – William West gave the report. The options for homeowners to opt in paying online will be tabled to get with Gardner on the Association’s Declarations. The website was not updated with the agendas and minutes. In addition, the proposed budget needs to be updated before posting. Suzanne Fernandez proposed to have one letter to show what the Association has done and what we are continuing to do.
- D. Approve No Meeting in December** – Suzanne Fernandez made a motion to cancel the December board of directors meeting. The motion was seconded by Susan Gerig, **All in favor, motion passed.**

**VII. REPORTS FROM MANAGEMENT AND COMMITTEES**

- A. Financial**– Van Chandler gave the report. Insured Cash Sweep Account (ICS) information brochure shows highlights of what an ICS is all about. This type of account protects the Association by allowing the bank to shift monies in any account over the FDIC limit of two-hundred fifty thousand (\$250,000) thereby Federally insuring the Association’s monies in all accounts under this limit. If the Association needed the funds at any given time, monies may be retrieved within 24 hours. It is free to open and it pays more money than a money market. The Board will receive an itemized report every month. Susan Gerig made a motion to protect our beginning of the year assets and open up a sweep account with ICS at Bank of OZK. The motion was seconded by Phillip Clark. **All in favor, motion passed.**
- B. Management/Violations** - Van Chandler gave the report as needed/required.
- C. Architectural Review Committee** – No report.
- D. Landscape** – Suzanne Fernandez gave the report as needed/required. If the flowers do not freeze, we will save \$1,600.0.
- E. Communications** - Suzanne Fernandez gave the report. The first meeting with the three phases went well. We are going to have a landing page for each of the different phases.
- F. Safety/Community Patrol** – Frank Mazzie gave the report as needed/required. The primary issues are cars being parked in the street and boats in the driveways. There was an automobile break-in reported. A notice will be sent to homeowners to lock their cars.
- G. Executive Committee** – William West gave the report. Meeting with Carrollwood Cultural Center for next year’s events. At the meeting, we will discuss a current Director being involved in helping brainstorm and plan for the events. Phase I is currently going to have a meeting in January for all sub-associations and their Boards to get together; the first of its kind. We are looking into this for Phase III as well. If you would like to buy a T-Shirt, they are currently being sold for \$20.00.



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**VII. REPORTS FROM MANAGEMENT AND COMMITTEES (continued)**

- H. VISTA Gardens** – William West gave the report. VISTA Gardens is re-doing the entrance sign due to the recent storm.
- I. Carrollwood Cultural Center** – William West gave a report. Potentially a work Saturday to have people come and update the Cultural Centers appearance.
- J. Carrollwood Park Conservancy** – Jack Crutchfield gave the report as needed/required.
- K. Ponds** – Suzanne Fernandez gave the report. The last two meetings have been cancelled. Russell Stone with Phase II will be hosting a strategy session and the county will come out.
- L. Welcome Committee** –Suzanne Fernandez gave the report. The Welcome Committee is going to have their first meeting on 12/12/18 at 10:00am at the Cultural Center. The bag will be black and the gold palm logo for Carrollwood Village will be imprinted. The first printing run of the bags will cost @\$450.00 with a 50% deposit due at the inception and the balance due when the order is complete. We are currently trying to get a homeowner from Summerset to join the Committee. Two (2) people from each area are the goals. Recipients of the welcome bag will receive CV coupons, gifts, information about the Architectural Review Committee Form, a letter for deed restrictions and the benefits of signing up on the website. Suzanne Fernandez made a motion to have \$225.00 in December for the Welcome bags and \$225.00 in January. The motion was seconded by Frank Mazzie. **All in favor, motion passed.**

**VIII. NEXT MEETING**

The next Board of Directors and meetings will be held at 7:00 p.m. immediately following the monthly Architectural Review Committee Meeting at 6:30pm, on January 30, 2019 at the Carrollwood Cultural Center C.V. Community Room, 4537 Lowell Rd, Tampa, FL, 33618.

**IX. ADJOURNMENT**

There being no further business to come before the Board, a motion was made by William West and seconded by Mike Jenkins to adjourn the meeting at 8:49p.m. The Board unanimously approved the motion.

Respectfully submitted,

Secretary

These minutes were approved on Jan. 30, 2019

Susan V. Gerig  
Signed

SUSAN V. GERIG  
Printed Name