



**CARROLLWOOD VILLAGE PHASE III HOMEOWNERS ASSOCIATION, INC.
MONTHLY BOARD OF DIRECTORS
MEETING MINUTES
March 31, 2021**

I. CALL TO ORDER

Dan Martucci, Vice President of Carrollwood Village Phase III Homeowners Association Inc., called the Board of Directors meeting to order at 7:01p.m. on March 31, 2021 via Zoom Video Meeting.

II. ROLL CALL / NOTICE OF MEETING

Directors Present:

Dan Martucci-Vice President
Suzanne Fernandez- Treasurer
Jack Crutchfield-Secretary
Frank Mazzie-Director
Marlene Harper-Director
Mike Jenkins-Director
Chris Wojcik-Director
Chris Rule-Director

Directors Absent:

William West-President

Guests Present:

Van Chandler, GPI
Sonja Seery, GPI
Tracy Preston, GPI Recd. Secretary
Dottie Rupp, Chattam
Andrew Titen, Chattam

III. APPROVAL OF MINUTES

Mike Jenkins made a motion to approve the February 24, 2021 Board of Directors and ARC meeting minutes with no corrections. The motion was seconded by Suzanne Fernandez. **All in favor, the motion passed.**

IV. PRESENTATIONS

A. Comments from Homeowners [three (3) minute time limit] – No report.

V. UNFINISHED BUSINESS

- A. Update on Master Document Modification Committee –** Suzanne Fernandez gave the report. Suzanne & Chris Wojcik have a meeting with the attorney tomorrow to wrap things up.
- B. Update Board on Wolcott Drive Underdrainage Work.** Van Chandler gave the report. We still have about two (2) weeks left of paving, then we will meet with Mike Hall to go over the punch list. Patch work on Chattam Lane is done. Sussex Way is holding water in some areas. We will not sign off on everything until all work is complete.
- C. Update Board on Election Candidates.** Chris Wojcik gave the report. Three (3) openings are available, with four (4) candidates running. William West, Jack Crutchfield, Jane Case and Andrew Titen. The Membership should receive the packet and proxy within the first ten (10) days of April. Bios to be sent with proxies.

VI. NEW BUSINESS

A. Discuss/Approve Kor-Kat Step Replacement Quote # 44454 for \$4,437.31 For the Phase III Playset at the Phase III Park – Van Chandler gave the report. A motion was made by Chris Rule to approve the quote, as proposed. The motion was seconded by Frank Mazzie. **All in favor, the motion is passed.**



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VI. NEW BUSINESS (continued)

- B. Discuss/Approve American Mulch or EZ Mulch Quote for New Phase III Playground Engineered Wood Fiber (Mulch) at \$1,520.00** – Van Chandler gave the report. A motion was made by Mike Jenkins to approve the quote, as proposed. The motion was seconded by Suzanne Fernandez. **All in favor, the motion is passed.**
- C. Discuss/Approve Brandon Electric Quote #8936 for \$2,775.73 to Replace Bad Electrical Components at Sussex Way Irrigation Clock** – Van Chandler gave the report. A motion was made by Mike Jenkins to approve the quote, as proposed. The motion was seconded by Frank Mazzie. **All in favor, the motion is passed.**
- D. Discuss/Approve BOD Code of Conduct to be Voted on at the April Meeting-** Suzanne Fernandez gave the report. Suzanne would like the board's input before new board members are elected. Send Suzanne or Chris Wojcik an email with any comments or suggestions.
- E. Discuss/Approve Requirement for All Board Members to Attend a Minimum of One Continuing Education Seminar Each Calendar Year** – Suzanne Fernandez gave the report. Continuing Education should be added to the Code of Conduct. Classes are offered via Zoom and in person. The classes are open to other associations as well. The classes make us stronger, better board members. After discussion, it was decided by the board to add Continuing Education to the Code of Conduct which will need to be in place before the Annual Meeting.
- F. Discuss Zoning Modification Request for Outparcel at West Village Commons (See Management Report Item #11)** – Suzanne Fernandez gave the report. Zoning signs are up between Ehrlich Road and West Village Drive. A carwash is requested for the SW corner of Ehrlich Rd and West Village Dr. The trees on the west side of the parcel will remain. Community input is needed if anyone is opposed. We may place an article in the e-newsletter.
- G. Discussion of the Future of the Cultural Center Boardroom Rent** - This matter has been tabled until William West is in attendance. The CCC is now available for meetings of up to 40 people.

VII. REPORTS FROM MANAGEMENT AND COMMITTEES

PHASE III SPECIFIC

- A. Financial** – Van Chandler gave the report.
- B. Management/Violations/Crime Mapping/Legal Issues/Violations** – Van Chandler gave the report. All information was included in the Board packet.
- C. Architectural Review Committee** – Mike Jenkins gave report.
- D. Grounds/Landscape/Parks** – Suzanne Fernandez gave the report.
- E. Communications** – Suzanne Fernandez gave the report.
- F. Welcome Committee** – Suzanne Fernandez gave the report.



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**VIII. REPORTS FROM MANAGEMENT AND COMMITTEES
VILLAGE WIDE**

- A. **Executive Committee** –No report.
- B. **VISTA Gardens** – No report.
- C. **Carrollwood Cultural Center** – Marlene Harper gave the report.
- D. **Carrollwood Park Conservancy** – Jack Crutchfield gave the report.
- E. **Safety/Community Patrol** – Frank Mazzie gave the report.

IX. NEXT MEETING

The next regular Board and ARC meetings will be held at 6:30p.m. for ARC and 7:00 p.m. for the Board on Wednesday, April 28, 2021 at the Carrollwood Cultural Center C.V. Community Room, 4537 Lowell Rd. Tampa, FL 33618.

X. ADJOURNMENT

There being no further business to come before the Board, a motion was made by Mike Jenkins and seconded by Frank Mazzie to adjourn the meeting at 7:59pm.

Respectfully submitted,
Tracy Preston, For the Secretary

These minutes were approved on 4/28/2021.


Signed

JACK C CRUTCHFIELD
Printed Name