

Heron Isles Owners Association Inc.
Community Management Concepts of Jacksonville
7400 Baymeadows Way, Suite 317
Jacksonville, FL 32256

REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: Thursday, November 05, 2020
Place: Juniors Seafood
464073 State Rd. 200 Yulee, FL 32097
Time: 6:00 p.m.
Sign In: 5:45 p.m.

MEETING MINUTES

- **Call to Order** – The meeting was called to order by President, Stephanie Lisle at 6:00 pm.
- **Establish a Quorum of the Board of Directors** – A quorum of the Board was established. Board Members present: Stephanie Lisle, David Hoffman and Sam Yoh. Associa Representatives, Michelle Griggs, Director of Operations, and Luanne Smith, CAM.
- **Board Member Introduction** – The Board of Directors were introduced by Stephanie Lisle.
- **Approval of Previous Meeting Minutes** – Sam motioned to approve the previous meeting minutes from the October 01, 2020 meeting, seconded by David, all in favor. Motioned passed, minutes approved.
- **Committees** – Stephanie discussed Welcome Newsletters to be distributed by perhaps a Welcome Committee at some time in the future. CEC Committee, questions were raised about how many members and the minimum number required. These questions were answered by Michelle Griggs, with Associa.
- **Website Updates** – Discussion was saved for another meeting.
- **Neighborhood Survey** – David wants the BOD to be able to communicate to the entire community and have the ability to send neighborhood surveys when necessary for special events or etc. Further, to identify how many homes are owner occupied verses rental.
- **Rentals** – The BOD would like to make sure homeowners are providing a copy of their lease agreements to the Management Company. Further, wants to insure all leases are a minimum of 12 months and in accordance with the Governing Documents.
- **Holiday Planning - Park Event** – A Holiday Event was discussed. The date is set for December 12th, from 2-5 pm at The Park.
- **Adjournment** – Motion by Stephanie to adjourn the meeting at 6:55 pm, seconded by David, all in favor.