

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, December 03, 2020
VIA Zoom
Dial In: 1-646-558-8656
Zoom Meeting ID: 899 5249 1863
Passcode: community

Time: 6:00 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 was Stephanie Lisle, David Hoffman and Sam Yoh. Associa present: Director of Operations, Michelle Griggs and Community Manager, Luanne Smith.
- Board Member Introduction – waived.
- Approval of Previous Meeting Minutes - Sam made a motion to approve previous meeting minutes, seconded by Dave, all in favor, motion passes.
- Delinquency Review (In collections, Intent to Foreclose, Actively Foreclosing) – David suggested that the Delinquency review should not be discussed in a public forum. Michelle Griggs suggested, that the following month, Associa could prepare a Delinquency report with account numbers with the delinquency balance therefore allowing some confidentiality, these reports could be distributed to each person prior to the meeting for review. Everyone felt this would be more acceptable. Tabled until next board meeting.
- Park Reservation form from CDD with COVID waiver for website – Luanne Smith reported that this document is not currently available through the CDD’s legal team yet.
- Restroom Key Procedures – This key card system will be managed by the Associa administrative team members. There is on on-line form that will be completed by each homeowner who wants a key. The online form needs to be updated.
- Service Requests for the CDD – Associa will manage the relationship between the Heron Isles Homeowners Association and the CDD/Riverside Property Management Services. The new managers for Riverside Property Management is Cheryl Graham.

- Driveway Expansion Resolution – A new driveway expansion resolution was discussed. It is proposed for not more than 30” of additional concrete pavement or paving stones on either side of the driveway and ARB approval is required.
- Updated list of Committee Members (Tammy) – Tammy not present, tabled until next board meeting.
- Holiday Event Update – Canceled due to Covid 19. If it can be arranged, perhaps a Santa Claus can ride through the community and a goody bag toss out can be provided. Stephanie will be looking into the details.
- Decorating Neighborhood Update – Meet at The Park, December 5th, 9:00 am, Eblast and TownSq announcements to be made.
- Adjournment – Motion to adjourn at 6:33 pm by Stephanie, seconded by Dave, all in favor, motion passes.