

LIVE OAK PRESERVE ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

June 15, 2011

MINUTES

**Transcriptionist Note:** Please note that the minutes as transcribed contain only motions and items requiring action by the Board of Directors. They do not contain discussion unless specifically requested to be made a part of the record.

I. CALL TO ORDER

Frank Micallef, President of the Live Oak Preserve Association, Inc., called the Board of Directors Meeting to order at 6:32 p.m. on June 15, 2011, at the Grand Oak Club, 9401 Oak Preserve Boulevard, Tampa, Florida.

II. ROLL CALL / NOTICE OF MEETING

Directors Present:

Frank Micallef, President  
Anthony Leone, Vice President  
Mike Ceparano, Treasurer  
Sheldon Cohen, Director at Large  
John Martel, Secretary (via speakerphone)

Directors Absent:

None

Staff Present:

Janet MacNealy, CAM

Guests Present:

Earl Myers, Elizabeth Hubbard, and Cathy Stahlman

A quorum of Board members was present.

Notice: The notice of the meeting was posted as required by the Florida statutes.

III. APPROVAL OF MINUTES

Frank Micallef made a motion to approve the May 18, 2011, Board of Directors meeting minutes as written. The motion was seconded by John Martel. All in favor, the motion passed.

IV. BUSINESS

A. Gates / Envera – Frank Micallef briefed the Board on the smooth operations with the barrier arm replacement by the clubhouse manager and Alert rovers.

- Proposals for Camera upgrades at Clubhouse - Mike Ceparano is currently researching the quality of the cameras quoted in the proposals.

B. Records Inspection Policy – Frank Micallef made a motion to approve the Records Inspection Policy as submitted. Mike Ceparano seconded the motion. All in favor, the motion passed.

C. Records Destruction Policy – Frank Micallef made a motion to approve the Records Inspection Policy as submitted. Mike Ceparano seconded the motion. All in favor, the motion passed.

D. Roads / DuraSeal Proposals # 743 - #748 – The manager will ask DuraSeal to provide a proposal to stripe the crosswalks, stop bars, and speed table arrows. The manager will also obtain two (2) additional bids.

E. Clubhouse:

- Pool Slide – The Manager is currently obtaining proposals for repairs to the slide.
- Food at Pool – Mike Ceparano made a motion to allow food at the pool for the next month on a trial basis with the continued rule of no glass and no alcohol. Frank Micallef seconded the motion. Frank Micallef, Mike Ceparano, John Martel, & Anthony Leone voted in favor of the motion. Sheldon Cohen voted against the motion. The motion passed by a majority vote of four (4) to one (1).
- Senior Pool Monitor - Frank Micallef made a motion to apply a title of Senior Pool Monitor to the position currently held by Debi Leone with an increase in pay to \$12.00 per hour effective June 16, 2011. The motion was seconded by Sheldon Cohen. Anthony Leone abstained from the motion due to a conflict in

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interest. Mike Ceparano approved \$11; therefore, voted against the motion. All other directors voted in favor of the motion; therefore, the motion passed by a vote of 3 to 1.

- Pool Monitors - Frank Micallef made a motion to start future pool monitors at \$8.00 per hour with a cap of \$10.00 per hour. Mike Ceparano seconded the motion. All in favor, the motion passed.
- Senior Pool Monitor - Frank Micallef made a motion to cap the Senior Pool Monitor position at \$12.00 per hour. Sheldon Cohen seconded the motion. Mike Ceparano voted against the motion. Frank Micallef, Sheldon Cohen, John Martel, and Anthony Leone voted in favor of the motion; therefore the motion passed by a vote of four (4) to one (1).

F. Website Content - To be put on July agenda.

G. Facebook – Frank Micallef reported that there are currently ninety-two (92) users on the Live Oak Preserve Facebook page.

V. MANAGEMENT REPORT

The management report was provided to the Board prior to the meeting for their review. The manager briefly reviewed the management report and answered questions from the Board.

VI. NEXT MEETING

The next Board of Director’s meeting is scheduled for July 20, 2011, at 6:30 p.m. at Greenacre Properties, Inc., 4131 Gunn Highway, Tampa, Florida.

VII. ADJOURNMENT

There being no further business to come before the Live Oak Preserve Association, Inc., Board of Directors, a motion was made and seconded to adjourn the meeting at 7:47 p.m. All in favor, the motion passed.

Respectfully submitted,  
Gia Clinkscales, For the Secretary

These minutes were approved on \_\_\_\_\_.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Printed Name