

LIVE OAK PRESERVE ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
September 15, 2010  
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 September 15, 2010, 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

Kurt Callarman, Treasurer

John Martel, Secretary

Anandkumar Katoju, Director at Large

Staff Present:

Janet MacNealy, CAM

Guests Present:

A quorum of Board members was present.

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

III. MINUTES

Frank Micallef made a motion to approve the July 21, 2010, Board of Directors meeting minutes as written. The motion was seconded by Anthony Leone. All in favor, the motion passed.

Frank Micallef made a motion to approve the August 18, 2010, Board of Directors meeting minutes as written. The motion was seconded by Anthony Leone. All in favor, the motion passed.

Frank Micallef made a motion to approve the September 7, 2010, Board of Directors meeting minutes as written. The motion was seconded by Anthony Leone. All in favor, the motion passed.

IV. 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.

V. UNFINISHED BUSINESS

A. Envera Contract Update – The Board previously reviewed the proposal submitted by Envera to purchase the RFID system at approximately \$52,000.00 and lease equipment to include two (2) kiosks, camera system, DVR, and one (1) person onsite and to pay \$19,470.00 monthly for the service to include monitoring. The Envera contract was signed and forwarded to the legal counsel for review. Envera will provide an addendum that will include Imperial Oaks' kiosk.

B. 61 Street Lights to CDD Update – The manager updated the Board on the status of the street lights. Andy Mendenhall with the CDD has been working with TECO to finalize the transfer of the street lights to the CDD and with TECO to separate the invoices. The manager is currently working with the CDD to finalize the transfer of the lights.

- C. Pool Water Feature/Peeling Paint - The Board previously reviewed the proposal submitted by Munyan Painting to paint the water feature where the paint has peeled at a total cost of \$400.00. Greater Bay did not wish to correct the issue of the peeling paint at this time, but will pay the \$400.00 to have the work done. The painting was originally scheduled for August 25, 2010, to be completed by Munyan Painting; however the project has been placed on hold until the pool repairs have been completed this winter.
- D. Pool Marsite Repair - The Board reviewed and discussed the proposal and references submitted. The manager will obtain alternatives to the marsite. This item has been postponed.
- E. Plexiglas Replacement – The Board previously reviewed and discussed a proposal submitted by Terry Morton to replace the Plexiglas under the water feature with another material to eliminate constant breakage of the Plexiglas and a motion was made and seconded to approve the proposal submitted by Terry Morton to install metal supports under the pool water feature and to replace the Plexiglas at a cost not to exceed \$1,700.00. The manager is currently researching companies for alternatives. This item has been postponed.
- F. Road Repair Update – Core samples have been taken and a report is due back soon. The manager is currently working with the CDD to obtain proposals to repair the roads once the report has been received.
- G. Bulletin Boards - The Board previously discussed the purchase of two (2) bulletin boards/signs for the posting of community information and a motion was made and seconded to approve the purchase of two (2) bulletin board-type signs with three (3”) inch letters for community information. The manager reported that the project has been completed.
- H. Entrance Signs - The Board discussed the refurbishment of the entrance signs.  
  
Frank Micallef made a motion to approve a maximum amount of \$3,850.00 to refurbish the entrance monuments. Anthony Leone seconded the motion. All in favor, the motion passed.
- I. Street Signs - The manager will contact Greenacre Properties Maintenance Services to straighten the street signs.
- J. Holiday Lights/Seasonal Banners – The manager is currently obtaining proposals for installing Holiday lights at the entrance and the clubhouse as well as holiday banners during the year for miscellaneous holidays.
- K. Volleyball Court - The manager is currently obtaining proposals for sand for the volleyball court.
- L. Tennis & Basketball Court Lights - The manager is currently obtaining proposals to repair the lights at the tennis and basketball courts.
- M. Sterling Oak Entrance Landscape - The manager is currently obtaining proposals for the cul-de-sac island landscaping. This item has been postponed.
- N. Entrance Gates - The manager will obtain proposals to paint the white entrance gates and the white vinyl fence black.
- O. Clubhouse Floor Repairs - The Board discussed the necessary repairs needed to the clubhouse floor and reviewed the proposal that was submitted.

Frank Micallef made a motion to approve the proposal submitted by It Is Finished to repair the clubhouse floor at a total cost of \$1,585.00. Anthony Leone seconded the motion. All in favor, the motion passed.

## VI. NEW BUSINESS

- A. Newsletter Bids - The Board reviewed and discussed the proposal submitted by Bram Matters.

Kurt Callarman made a motion to approve the proposal submitted by Bram Matters pending the details of the contract. John Martel seconded the motion. All in favor, the motion passed.

VII. NEXT MEETING

The next Board of Director's meeting will be held on October 20, 2010, at 6:30 p.m., at the Grand Oak Club, 9401 Oak Preserve, Tampa, Florida.

VIII. 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 8:00 p.m. All in favor, the motion passed.

Respectfully submitted,  
Gia Clinkscales, For the Secretary

These minutes were approved on 10/4/10.



Signed

Frank Miculief

Printed Name