

CTH - Meeting Minutes - September 2019

CANYON TRAILS HOMEOWNER ASSOCIATION, INC.

Meeting Minutes

Date and Time: Monday, September 9th, 2019 at 7:00 p.m.

Location: 10950 Mantova Bay Circle, Boynton Beach, FL 33473 Clubhouse/Social Hall

Board Members Present: Eryka Lefrak, President
Andrew Just, Vice President
Juan Basto, Treasurer
Randy Stone, Director

Also, Present: Courtney Buchan, LCAM

Call to Order and Establishment of a Quorum

The meeting was called to order at 7:01 p.m. by Eryka Lefrak, President.
Roll Call - A quorum of the Board was established.

Proof of Notice of Meeting

Meeting Notice posted 48 hours prior to meeting at designated area; Clubhouse Bulletin Board

Approval of Previous Meeting Minutes

A motion was made by Andrew Just to approve the August 13th, 2019 minutes with a few changes, All in flavor.

New Business

Hurricane Procedures – Board members spoke briefly on hurricane Dorian and that the community was prepared thanks to property manager and office staff. Andrew Just opens the discussion to hurricane shutters and how they pose a safety risk if left in place too long after a storm event. Andrew states that shutters need to come down now that the storm has passed. Eryka agrees with shutters coming down even though there is storm development but Eryka stated these storms have low chances of development. Violations will be written the following week for any homeowners who still have shutters up. Eblast will be sent that shutters should be removed no later than Sunday as violations will be written Monday. Board was asked about letting seasonal residents keep their shutters up all summer long if they state they will not be in home nor anyone else so it wouldn't pose a safety threat. Board states that seasonal residents would have to have someone hired to install and remove shutters in the event of a storm if they are not here to do so and they would not be allowed to keep shutters up all summer.

Playground mulch and Equipment: A resident had previously brought to the boards attention that there is mold growing in the playground mulch. Board is looking into options on how to remove the mold and also different alternatives for playground flooring such as rubber tiles, Faux turf and pour in place material. All options are environmentally friendly and safe for children to play on. While proposals will be given for new playground, the mulch will be tested for mold and then treatment accordingly.

Compliance Committee Recommendations and Fining: Eryka motioned for 12 maintenance and/or parking violations to go before the fining committee for September. Andrew seconded. All in Favor. Motion passed.

90 Days in Arrears Suspension: At the time of the meeting, there were no new accounts 90 days in arrears.

Officer's reports

- President (Eryka Lefrak)

I. **Cowbra:** Eryka explained what COWBRA is, the coalition of Boynton west residential associations. This coalition meets several times a month to go over developments in west Boynton and how they may impact neighboring communities. Eryka stated that their most recent meeting was regarding a possible Chik fil a planned for the canyon plaza, a fire station off of Lyons and Boynton Beach blvd and turnpike roadway re-surfacing.

II. **Tint proposal for Gyms:** The board was given a proposal from Tint America for tinting the gym for \$1154. Tint America was previously approved to tint the indoor basketball court windows. Tinting the gym would help save on electricity and would provide a mirroring effect on the outside windows so no one could see the inside from the outside. Tint America will be onsite on Saturday, September 14th to tint the basketball court so the board decided to table the discussion on whether to tint the gym until after seeing the finished tint job for the basketball court.

- **Vice President**

I. **Pressure cleaning:** The board was given three pressure cleaning quotes for pressure cleaning the community. Extreme clean quoted #13,500, Dan Ryan quoted \$14,975 and Palm, Beach Pressure cleaning quoted \$17,200. All proposals quote the same scope of work around the community Andrew motioned to accept Extreme cleans quotes, Randy seconded the motion, All in flavor.

- **Treasurer (Juan Basto)**

I. **Financial Report:** Juan went over the monthly Financials for month ending August 2019: Operating \$475,325; Reserves \$ 450,032; AR - \$44,388; Other - \$32,432

II. **Aging Report:** Juan gave the aging report update. Currently \$41,683 owed to the Community from Delinquent Homeowners.

- **Director at Large**

I. **AED for the Community approval:** Randy stated that an AED has been installed at the clubhouse near the entrance. Randy went over how the AED works. The AED sits in a cabinet and when this cabinet is opened, an alarm will go off. There are instructions inside the cabinet as well on how to use the AED.

Committee Reports

- **Landscaping:** Annual flowers have been ordered, we will be using purple and orange, these will be installed sometime later in the month of September. Lighting will be replaced this week as well. A resident inquired on why the lawns are so dry, Andrew addressed this question and stated that two timer clocks have gone down, our irrigation tech is looking into the problem and we will know more the following day. An eblast will go out to those affected, asking residents to manually water their lawns for now.
- **Social:** Eryka addressed the social items. The social committee was dissolved and the board along with the office staff will maintain the social events. Events coming up are Casino Night (September 14th), Masquerade Ball (October 26th), Movies nights (September 21st, November 16th and December 8th) and Holiday event planned at the end of the year.
- **Communications Liaison:** Nothing new to report.

Adjournment

With no further business to address, Eryka motioned to adjourn the meeting at 8:25 p.m. All in favor.

Respectfully Submitted,

Courtney Buchan, LCAM - GRS Management Associates
On behalf of the Board of Directors