

Druid Oaks Association, Inc.

Board of Directors Meeting Minutes

Date: July 15, 2026

Location: Zoom Meeting

Called to Order: 5:31 PM by President Philip Lupi

1. Roll Call

Board Members Present:

- Philip Lupi, President
- Barbara Anderson, Vice President
- Denise Neilson, Treasurer
- Angel Zick, Secretary

Management Present:

- Brian Bongo, Ameri-Tech
- Tracy (Ameri-Tech)

A quorum was established.

2. Approval of Previous Meeting Minutes

A motion was made by Angel Zick to waive the reading of the June 4, 2026 Board Meeting minutes and approve them as presented.

Motion: Angel Zick

Second: Philip Lupi

Vote: Unanimously Approved

3. Open Items Follow-Up

The Board received status updates on previously discussed projects:

- **Financial Documentation & Reserve Questions**
 - Denise Neilson and Angel Zick will meet with Staff Accountant Lorna during the week of July 20 to review reserve accounting, financial reports, and outstanding questions.

- **Fire Extinguisher Cabinets**

- Installation was completed in June following approval at the previous meeting.

- **Pool Rule Signage**

- Replacement signs are being manufactured.
- Installation is anticipated once production is complete.

- **Email Consent Forms**

- Mailing has been completed.
- The Board discussed the omission of return envelopes and expressed concern that it may reduce homeowner participation.
- Management will provide return envelopes and the Board will distribute a brief explanatory notice to residents.
- Return instructions will also be posted on the community bulletin board.

- **Historical Records Review**

- Records reduction project is progressing.
- Approximately five to six boxes are expected to remain in long-term storage after completion.
- Project is anticipated to be completed by the end of July.

4. Treasurer's Report

Denise Neilson presented the Treasurer's Report.

Discussion included:

- No new delinquent accounts were identified.
- Existing delinquent accounts remain in the collections process.
- Current cash position was reported at approximately **\$96,806**.
- Questions remain regarding reserve reporting and certain accounting entries.
- The Board discussed the "Copies, Printing & Supplies" expense account and requested additional detail regarding monthly administrative charges and mailing expenses.

- These items will be reviewed with the association accountant.

No action was taken.

5. President's Report

President Philip Lupi reported:

- Continued concern regarding administrative charges appearing in the monthly financial statements without sufficient supporting detail.
 - Additional clarification will be requested from management and the association accountant.
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6. Unfinished Business

Security Cameras

The Board reviewed the current proposal for repairing the community camera system.

Discussion included:

- Need for a detailed breakdown of existing equipment.
- Confirmation of the number and location of cameras.
- Whether repair or full replacement is the most cost-effective option.
- Request for equipment specifications and warranty information.
- Possibility of upgrading the overall camera system rather than repairing older equipment.

Management will arrange an on-site meeting with the vendor and Board representatives to review the existing system and obtain additional information.

Spectrum internet availability for camera connectivity at the pool area will also be investigated.

Gutters & Soffits

Updates were provided regarding:

- Unit 905 soffit repair.
- Unit 201 gutter concerns.
- Additional contractor quotes are being obtained.

Carports

Management continues to obtain pricing and explore repair and replacement options.

Hurricane Preparedness

The Board discussed preparations for the 2026 hurricane season.

A property walkthrough remains planned to identify maintenance needs including drainage and storm preparation.

Website

The Board acknowledged that improvements to the association website remain a future priority but will be deferred until higher-priority projects are completed.

7. Open Discussion

- Continued efforts to determine the current number of rental units within the association. Review of owner mailing addresses as a means of identifying potential rentals.
 - Need for improved documentation regarding rental records inherited from prior boards.
 - Discussion regarding aging community signage and creation of a future punch list for replacement, repainting, or removal where appropriate.
 - Management introduced a hurricane recovery vendor (Velocity) that offers priority response services following major storms. The Board expressed interest in scheduling a brief informational presentation at a future date.
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8. Adjournment

A motion to adjourn was made by Philip Lupi and seconded by Angel Zick.

Motion: Philip Lupi

Second: Angel Zick

Vote: Unanimously Approved

The meeting adjourned at **6:23 PM**.

Submitted by:

Angel Zick, Secretary

Druid Oaks Association, Inc.