

Druid Oaks Association, Inc.

Board of Directors Meeting Agenda

Date: June 4, 2026

Time: 6:00 PM

Location: Zoom & Ameri-Tech Conference Room

Join Online via Zoom:

<https://us02web.zoom.us/j/86527492347?pwd=WV9Zd6Hu2ujn44sot6Vx8hoalbzOS2.1>

Meeting ID: 865 2749 2347

Passcode: 515962

Join In-Person:

Ameri-Tech

24701 US Hwy 19 N #102, Clearwater, FL 33763

- 1. Call to Order**
- 2. Proof of Notice / Roll Call / Attendance Confirmation**
- 3. Approval of Previous Meeting Minutes**
 - a. Reading of minutes from March 19, 2026 meeting
- 4. Open Items Follow-Up from Previous Meeting (Informational Only)**
 - a. Financial Expense Clarification (Printing / Copy Costs)**
 - Follow-up on \$1,500 printing/copy expense exceeding budgeted expectations.
 - Property Manager previously directed to provide detailed breakdown and supporting documentation.
 - b. Emergency Carport Repair & Painting**
 - Repaired on March 20, 2026 and post painted the week of April 27, 2026
 - c. Carport Repair and Replacement Evaluation**
 - According to the carport vendor that did the repair, weld patching of the remaining carports cannot be done. The existing roofs are too old and weathered. The approximate cost to replace the roof material and fascia only of the remaining carports (20x30) would be approximately \$7,500.00 each.

- This item has been moved to future 2027 budget discussions.
- d. Keys, Locks, and Bulletin Board Access Control**
- Follow-up on inventory of keys and locks across the property
- 5. Treasurer's Report**
- a. Cash Position
 - b. Year-to-Date Financial Summary
 - c. Total Delinquencies
 - d. Delinquency Aging Summary
 - e. Accounts with Attorney
 - f. Payment Plans
 - g. Reserve Status
- 6. President's Report (if applicable)**
- 7. Manager's Report**
- 8. Committee Reports (if applicable)**
- 9. Unfinished Business**
- a. **Financial Documentation & Reserve Questions (Paint Reserve / General Ledger / Invoices)**
 - Follow-up on prior request for supporting documentation related to financial discrepancies, including the paint reserve deficit (approx. \$7,200 in March) and clarification of prior painting expenditures.
 - Property Manager previously tasked with providing general ledger detail and supporting invoices for review.
 - b. **Fire Extinguisher Cabinets**
 - Cabinets purchased on April 23, 2026
 - Review three bids received – Board to vote on which vendor to proceed with.
 - c. **Vendor Contract Review**
 - Follow-up on Board request for copies of all vendor contracts for review and transparency.
 - Property Manager was given a deadline of March 27, 2026 to provide contracts or initiate bid process.
 - d. **Security Cameras on Property**
 - Follow-up on functionality of existing cameras and determination of whether repair or replacement is needed.
 - e. **Gutter Issues – Cleaning, Repairs, and Property Manager Walkthrough**
 - Review known gutter concerns and identify any others during next property manager walkthrough in June so all issues can be resolved in one contractor visit.
 - Known items identified so far:
 - #905 soffit structural repair behind master bedroom window

- #201 gutter issue near front entry door

f. Replacement Key Cards – Policy & Replacement Fees

- Determine cost of key cards from Countryside Lock
- Establish replacement fee.
- Agree on policy and owner communication.
- Is there any identification on key cards so we know which card has been issued to which unit?

10. New Business

a. Architectural Review Committee (ARC) Email Approval & Interim Review Policy

b. Architectural Review Committee (ARC) Requests

- Review of ARC applications
- Ratification of prior email approvals
- Board consideration and vote on ARC requests

c. Motions for Delinquent Accounts Needing Board Approval to Proceed to Next Collections Phase

d. Pool rule signage verbiage and signage replacement

- Quote from multiple vendors for three signs, local is best option due to shipping expenses.
- Area Printing (Dunedin): Total cost \$187 for one 36"×48" Main Pool Rules sign, one 12"×18" Pool Rules sign, and one 12"×18" Emergency Information sign. All signs printed on Max Metal with 8-year laminate. Estimated production time: approximately 1 week.

e. Establishing two committees:

- **Maintenance & Storm Response Committee**
Focused on property maintenance, storm preparation and cleanup, identifying repair needs, and general grounds-related concerns.
- **Beautification & Social Committee**
Focused on landscaping ideas, property appearance, seasonal/pool decorations, and community social events, wellness, and engagement.

f. Website Appearance, Documents & Forms

- Review website appearance and discuss opportunities for modernization and improved user experience.
- Review website forms and governing documents for scan quality, readability, and usability.
- Review website forms and governing documents for poor scan quality, page orientation, and readability issues.

g. Discussion on process to roll out “Email Consent” for Notices form

h. Discussion of 2026 hurricane season preparedness & drain cleaning

i. Discussion of credit card for association expenses for board members

j. Historical Records Review & Storage Reduction

- Discuss next steps to begin review of archived paper records, document retention requirements, and potential cost savings through digitization and disposal of records no longer required to be retained.

10. Open Discussion / Additional Board Comments

11. Adjournment